



SMITHFIELD TOWN COUNCIL COMMITTEE AGENDA

October 27, 2025 at 3:00 PM

220 North Church Street

Public Comments

1. Presentations

Tourism Arrivalist Data by Stephanie Kensicki

2. Public Safety Committee - Members: Bowman (CH), Harris, Bebermeyer

a. Operational Update - Police Department Activity Report - September 2025

Alonzo Howell, Chief of Police

b. Operational Update - Smithfield Volunteer Fire Department

Jeffrey Smith, Assistant Chief of Operations

c. Operational Update - Isle of Wight Rescue Squad

Brian Carroll, Chief

3. Water and Sewer Committee - CANCELLED

Cancelled due to lack of items to come before the Water & Sewer Committee

4. Finance Committee - Members: Brooks (CH), Harris, Butler

a. September Financial Updates

Laura Ross, Town Treasurer

b. Invoices Over \$20,000 Requiring Council Authorization:

- i. RDA Systems, Inc. - Licensing and Implementation of Financial Software \$ 41,750.00
- ii. Virginia Control & Electrical - Install Bypass Pump at Cypress Creek Pump Station \$ 51,506.27
- iii. Virginia Control & Electrical - Install Pump Control Panel & VFDs for Plaza Pump Station \$ 67,322.88
- iv. Virginia Control & Electrical - SCADA Equipment for Mallory Farm \$ 26,800.00

Pump Station
v. Isle of Wight County - IT Services (July - December 2025) \$ 40,500.00

5. Parks and Recreation Committee - CANCELLED

Cancelled due to lack of items to come before the parks and Recreation Committee.

6. Public Works Committee - Members: CANCELLED

Cancelled due to the lack of items to come before the Public Works Committee.

7. Public Buildings and Welfare Committee - Members: Butler (CH), Harris, Cutler

- a. Pre-Public Hearing Discussion: Special Use Permit - 1812 South Church Street
[Tammie Clary, Director of Community Development and Planning](#)
- b. Pre-Public Hearing Discussion: Special Use Permit - 1282 Smithfield Plaza
[Tammie Clary, Director of Community Development and Planning](#)
- c. Pre-Public Hearing Discussion: Rezoning, Comprehensive Plan Amendment & Future Land Use Map Amendment
[Tammie Clary, Director of Community Development and Planning](#)
- d. Discussion Item: Short-Term Rentals
[Tammie Clary, Director of Community Development and Planning](#)
- e. Discussion Item: Closed Session Minutes

**SMITHFIELD POLICE DEPARTMENT
MANAGER'S REPORT
SEPTEMBER 2025**

Committees and Projects

09/02	Town Council – Smithfield Center
09/05	Motor Unit Funeral Escort – Portsmouth Police Department
09/08	Crime Prevention Meeting – Virginia Beach
09/09	The Chief's Forum – Va. Peninsula of Realtors Assoc., Hampton, VA
09/09	Hampton Roads Crime Prevention Board Meeting – Va. Beach
09/09	Court Appointed Special Advocacy (CASA) Meeting – Institute Street
09/10	National Traffic Safety Award Video – Smithfield PD
09/11	Victim/Witness Meeting – Isle of Wight County
09/14	Vigil Memorial Security at Windsor Castle Park
09/15	Yard Sale Codes Meeting – Town Hall
09/16	Department Head Meeting – Manor House
09/17	Police Officer Interviews – Smithfield PD
09/22	Town Council Committee Meeting – Smithfield Center
09/22	School House Museum Meeting
09/23	Police Officer Interviews – Smithfield PD
09/24-25	National Traffic Safety Awards Ceremony – Washington, DC

Training

09/02-03	Warrant Planning – Emergency Response Team Training – In House
09/03-05	Virginia Forensic Science Annual Retraining Seminar – VA Beach
09/08&15	Field Training Officer Recertification – Online
09/09	Cultural Diversity Training – Online
09/09	Speed Measurement Training – Online
09/09-17	Defensive Driving Apprenticeship – Suffolk, VA
09/11	Firearms Range Qualification for New Hire – Walters, VA
09/12	CPR Training for New Employee – In House
09/15-30	Virginia Forensic Science Training – Richmond, VA
09/16-19	Firearm Instructor School – Yorktown, VA
09/19	Virginia Criminal Information Network Security and Privacy – Online
09/23	Intoxilzyer (Blood/Alcohol Analysis) Recertification – Virginia Beach, VA
09/23-24	ALERTT Solo Officer Rapid Development (Active Shooter Training) – Walter, VA
09/24	Line of Duty Death Policy Training for New Officer – In House
09/25	LinX Training – Online
09/26	Emergency Response Team Training – In House
09/26&30	Virginia Criminal Information Network Recertification - Online
09/30	Simunition Safety/Instructor Certification – Lynchburg, VA

Community Relations

09/03	High Five Wednesday – Westside Elementary
09/04	Baseball Game – Luter Sportsplex
09/06	Baseball Game – Beale Park
09/10	High Five Wednesday - Westside Elementary
09/17	High Five Wednesday – Westside Elementary
09/20	American Legion – Annual Barbecue Fundraiser
09/20	Community Resource Fair – Main Street Baptist Church
09/20	Relay for Life Event – Luter’s Sports Complex
09/24	High Five Wednesday – Westside Elementary

Special Events

09/11-13	Isle of Wight County Fair – Windsor, VA
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Smithfield Police Department Activity Report

Sep-25

	Sep-25	Aug-25	YTD as of 9/30/25	Sep-24	PYTD as of 9/30/24
Incidents Reported					
Calls for Police Svce	669	635	5676	710	6236
Traffic					
Traffic Stops	141	131	1099	219	2090
Traffic Summons	49	44	453	89	809
Accidents	17	16	184	19	163
Criminal Process					
Misdemeanor Arrests	8	11	101	11	135
Felony Arrests	3	5	39	4	37

*Calls for service include all calls for SPD minus patrol checks and traffic stops

Report #	Date	Address	Description
202500682	9/2/2025	S CHURCH ST	ASSIST OTHER DEPARTMENT
202500683	9/2/2025	S CHURCH ST	TRAFFIC ACCIDENT
202500684	9/2/2025	LANE CRES	VIOLATE PROTECTIVE ORDER
202500685	9/2/2025	S CHURCH ST	ASSIST OTHER DEPARTMENT (INTOXILYZER)
202500686	9/3/2025	S CHURCH ST	ASSIST OTHER DEPARTMENT (INTOXILYZER)
202500688	9/3/2025	W MAIN ST	TRAFFIC ACCIDENT
202500689	9/4/2025	S CHURCH ST	MENTAL SUBJECT / PATIENT
202500690	9/4/2025	ROUTE 10 BYPASS	TRAFFIC ACCIDENT
202500692	9/5/2025	WESTMINSTER REACH	FRAUD, CREDIT CARD - USE ON PHONE / INTERNET
202500693	9/5/2025	S CHURCH ST	ASSIST OTHER DEPARTMENT
202500694	9/5/2025	BENNS CHURCH BLVD/S CHURCH ST	TRAFFIC ACCIDENT
202500695	9/5/2025	S CHURCH ST	PAPER SERVICE
202500696	9/6/2025	S CHURCH ST	ASSIST OTHER DEPARTMENT (INTOXILYZER)
202500698	9/7/2025	SOUTH CHURCH ST	ASSIST OTHER DEPARTMENT (INTOXILYZER)
202500699	9/8/2025	BEE ST	PARKING VIOLATION
202500701	9/9/2025	LANE CRES	STRANGULATION
202500702	9/10/2025	WELLINGTON CIR/EDINBURGH CT	LARCENY, ALL OTHERS
202500703	9/10/2025	CATTAIL LN	PAPER SERVICE
202500704	9/11/2025	BENNS CHURCH BLVD	OFFICER INFORMATION
202500705	9/11/2025	MAIN ST/ROUTE 10 BYP	TRAFFIC ACCIDENT
202500706	9/11/2025	WATERFORD XING	DISPUTE, VERBAL - DOMESTIC RELATED
202500707	9/12/2025	WATERFORD XING	ASSAULT, SIMPLE - DOMESTIC
202500708	9/12/2025	CATTAIL LN	PAPER SERVICE
202500709	9/12/2025	S CHURCH ST	TRAFFIC ACCIDENT
202500710	9/14/2025	S CHURCH ST	OFFICER INFORMATION
202500711	9/14/2025	CEDAR ST	ASSIST OTHER DEPARTMENT
202500712	9/14/2025	S CHURCH ST	ASSIST OTHER DEPARTMENT (INTOXILYZER)
202500713	9/15/2025	BENNS CHURCH BLVD	HIT AND RUN - PROPERTY DAMAGE
202500714	9/15/2025	S CHURCH ST	PAPER SERVICE
202500715	9/15/2025	S CHURCH ST	HIT AND RUN - PROPERTY DAMAGE
202500716	9/15/2025	S CHURCH ST	ASSIST OTHER DEPARTMENT (INTOXILYZER)
202500717	9/16/2025	S CHURCH ST	TRAFFIC ACCIDENT
202500718	9/18/2025	GUMWOOD DR	TRAFFIC ACCIDENT
202500720	9/18/2025	WEST MAIN STREET	PROPERTY, FOUND / RECOVERED
202500721	9/18/2025	S CHURCH ST	PAPER SERVICE
202500722	9/19/2025	SMITHFIELD PLZ	TRAFFIC VIOLATION
202500723	9/19/2025	WILDWOOD CIR	JUVENILE PROBLEMS
202500724	9/19/2025	BENNS CHURCH BLVD	ALCOHOL, UNDERAGE POSSESSION
202500725	9/20/2025	W MAIN ST	TRAFFIC ACCIDENT
202500726	9/21/2025	S CHURCH ST	LARCENY, SHOPLIFTING/PUBLIC INTOXICATION
202500727	9/21/2025	WASHINGTON ST	PAPER SERVICE
202500728	9/22/2025	BENNS CHURCH BLVD	LARCENY, SHOPLIFTING
202500729	9/22/2025	S CHURCH ST	EMBEZZLEMENT
202500730	9/22/2025	S CHURCH ST	TRAFFIC ACCIDENT
202500732	9/23/2025	JORDAN DR	JUVENILE PROBLEMS
202500733	9/23/2025	MAIN ST	TRAFFIC ACCIDENT
202500734	9/23/2025	S CHURCH ST	TRAFFIC ACCIDENT
202500735	9/24/2025	W MAIN ST	DRIVING UNDER THE INFLUENCE (DUI)
202500736	9/24/2025	LAKEVIEW CV	TRAFFIC ACCIDENT
202500738	9/25/2025	S CHURCH ST	HARASSMENT
202500739	9/25/2025	HUNTINGTON WAY	OFFICER INFORMATION
202500741	9/26/2025	WATERVIEW CIR	FRAUD, ALL OTHERS
202500742	9/26/2025	S CHURCH ST	LARCENY, SHOPLIFTING
202500743	9/27/2025	CEDAR ST	OFFICER INFORMATION
202500744	9/27/2025	ROUTE 10 BYP/S CHURCH ST	ASSIST OTHER DEPARTMENT
202500745	9/27/2025	GRANDVILLE ARCH	OTHER PROPERTY SEIZED
202500746	9/27/2025	W MAIN ST	LARCENY, SHOPLIFTING
202500747	9/28/2025	WAINWRIGHT DR	DEATH REPORT, ATTENDED
202500748	9/25/2025	EVERGREEN WAY	MENTAL SUBJECT / PATIENT

202500749	9/29/2025	WRENN RD	FRAUD, IDENTITY THEFT
202500750	9/30/2025	SMITHFIELD PLAZA	HIT AND RUN - PROPERTY DAMAGE
202500751	9/30/2025	ROUTE 10 BYP/MAIN ST	TRAFFIC ACCIDENT

Investigations September 2025 Managers Report

Case #2025-00682 (Wanted Felon Arrest)

On 09/02-03/25, Smithfield Police Investigations and Emergency Response Team assisted Newport News Police Department with locating and apprehending a wanted robbery suspect, Michael Baker, at 704A S. Church St. Investigations conducted surveillance operations and located Baker's hidden vehicle behind the residence. ERT was called out and conducted an operation to locate and apprehend the suspect. Baker submitted peacefully and was taken into custody without incident.

Case #2025-00695 (Flock Hit/Wanted Person Arrest)

On 09/05/2025, Officer Lacore received a Flock hit for a wanted subject. Officer Lacore observed the vehicle identified in the hit parked at 1005 S Church St, and saw the driver/registered owner, Joy Okime, walk into the store. Confirmation was made that Okime was wanted out of Isle of Wight on a capias for failure to appear in court. Officer Lacore took Okime into custody without incident.

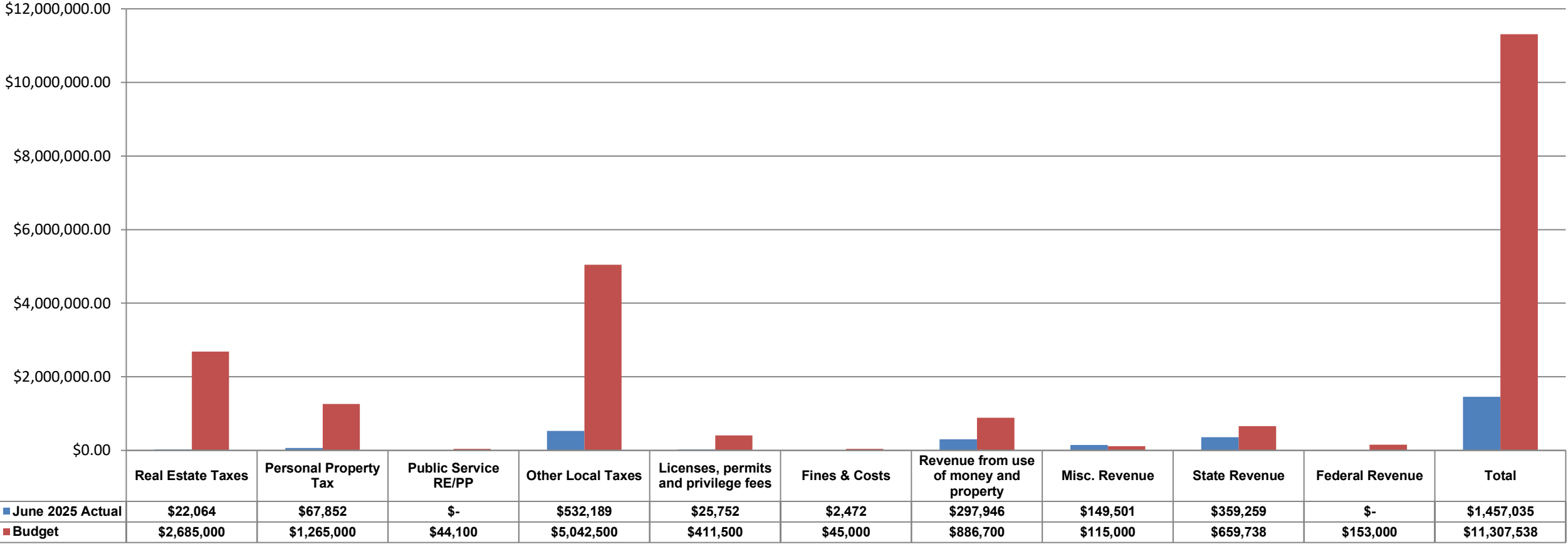
Case #2025-00701 (Strangulation)

On 09/09/25, Smithfield Police Officers responded to Lane Crescent for a domestic assault in progress. While en route, communications advised that a female was actively being choked on scene. Officers arrived and met with the victim and observed obvious red marks on her neck. She advised that during an altercation, her boyfriend assaulted her and choked her. There was damage to items in the residence that corroborated statements made by the victim. Officers photographed the scene and injuries, interviewed witnesses, and subsequently took the suspect into custody. He was charged with Domestic Assault (M) and Strangulation (F).

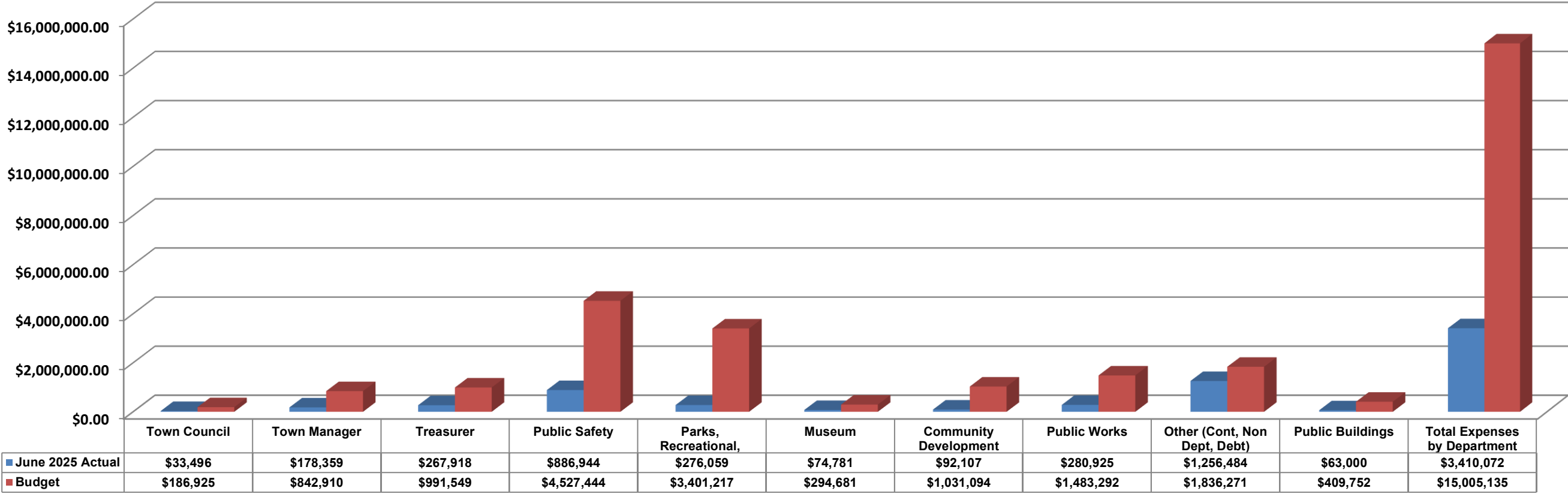
Case #2025-00724 (Underage Possession of Alcohol at Taco Bell Parking Lot)

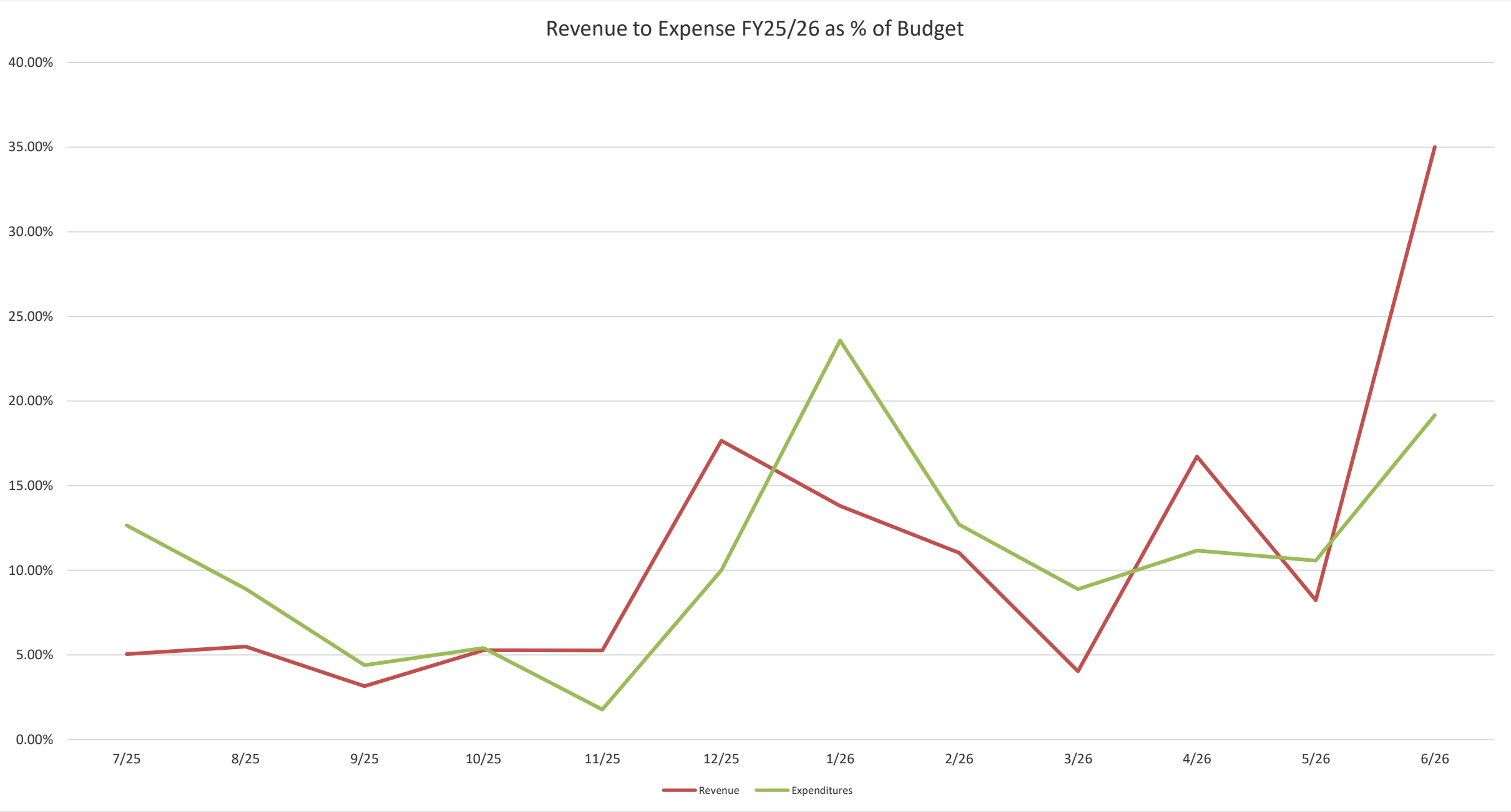
On 9/19/2025, Smithfield Police Officers responded to the Taco Bell Parking lot in reference to a complaint of juveniles drinking in the parking lot. Upon our arrival, several vehicles and people, who appeared to be either juveniles or young adults, were observed in the parking lot. There were several empty cans of alcohol on the ground around the parking lot. Officers observed a red pickup truck with several cases of alcohol inside it and a partially empty can of alcohol behind the tire. The suspect approached and advised that the vehicle belonged to him and admitted that the alcohol was his. Officers confirmed that he was under the age of 21 and subsequently charged him with Underage Possession of Alcohol.

July 2025 YTD General Fund Revenues
Compared to Budget



September 2025 YTD General Fund Operating Expenses
Compared to Budget

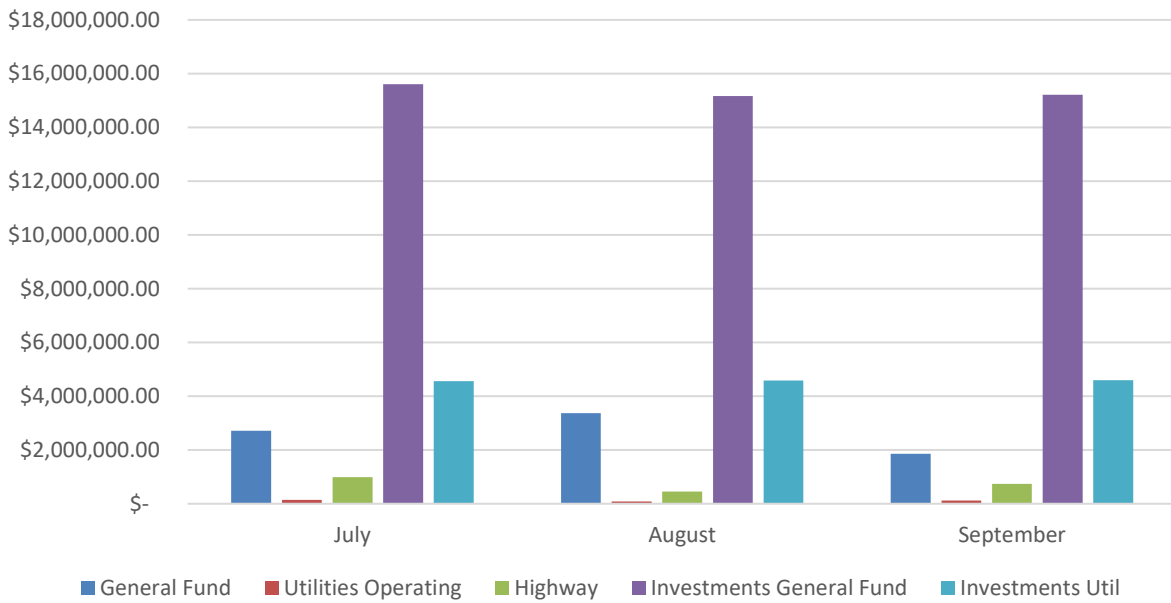




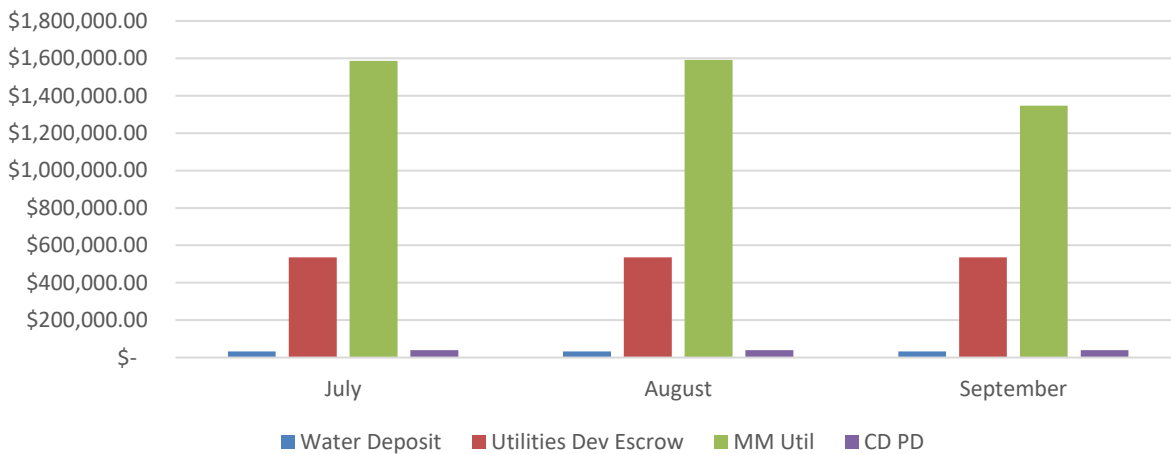
Usable Funds September 2025	
ACCOUNT NAME	Bank Balance
General Fund (OPB)	894,585.93
CD General Fund (TB)	1,043,182.15
CashFlow Investor (TB)	-
Payroll (TB)	-
Money Market - General Fund (OPB)	587,965.13
Subtotal General Fund	\$ 2,525,733.21
Water Department Account (TB)	-
Sewer Department Account (TB)	-
Utilities Operating Account (OPB)	249,900.06
Subtotal Utilities	\$ 249,900.06
Highway Fund (OPB)	\$ 170,502.65
Total Bank Balances, usable balances	\$ 2,946,135.92
Investments	
VIP Investment Pool (General Fund)	\$ 15,217,870.13
VIP Investment Pool (Utilities Fund)	\$ 4,599,072.98
Total Investments Usable	\$ 19,816,943.11
All	\$ 22,763,079.03

Designated Funds September 2025	
ACCOUNT NAME	Bank Balance
Water Deposit Account (TB)	40,622.10
Sewer Compliance (TB)	-
Sewer Capital Escrow (availability fees) (TB)	-
Utilities Development Escrow (OPB)	536,305.52
Money Market - Utilities (OPB)	1,347,236.79
Certificate of Deposit-Police Dept-24 month	39,965.14
Designated Funds	\$ 1,964,129.55

FY 5/26 Checkbook(s) Usable Balances



FY 25/26 Checkbook(s) Designated Balances



Debt 9/30/25

	Original Amount	Inception Date	Maturity	Interest Rate	Last Payment	Next Payment	Payment (can fluctuate slightly)	Outstanding 8/30/25
Series 2020A-2	4,176,000.00	10/16/20	10/01/32	1.676%	4/1/2025	10/1/2025	191,956	2,450,000.00
Series 2020A-1	1,147,000.00	08/07/20	10/01/25	1.910%	4/1/2025	10/1/2025	233,382	233,381.56
Loan 5000008745	966,480.00	11/30/23	11/30/28	6.300%	11/30/2028	10/30/2025	18,860	647,240.00
Totals	6,289,480.00						444,198	3,330,621.56

Series 2020A-2 92.7% General Fund and 7.3% Water Fund

Series 2020A-1 100% Water Fund Paid off 10/1/25

VAC Paid Off

Prime Rate History	Percentage
04-May-22	4.00%
15-Jun-22	4.75%
27-Jul-22	5.50%
21-Sep-22	6.25%
02-Nov-22	7.00%
14-Dec-22	7.50%
01-Feb-23	7.75%
22-Mar-23	8.00%
03-May-23	8.25%
26-Jul-23	8.50%
18-Sep-24	8.00%
07-Nov-24	7.75%
18-Dec-24	7.50%
17-Sep-25	7.25%

Prime rate changed 9/17/25

Investment Benchmark Report 9/30/25

Investments Return	9/30/25 Balance	Earnings Rate	9/30/25 Return	YTD FY 25/26
CDs TowneBank	1,083,147.29	4.06%	1,156.47	1,521.77
Virginia Investment Pool - GF and Utilities	19,816,943.11	4.37%	71,074.42	221,285.01
Investments OPB	1,935,201.92	3.96%	11,924.99	31,359.78
Total	22,835,292.32	4.13%	84,155.88	254,166.56

Bank Accounts Return	9/30/25 Balance	Earnings Rate	9/30/25 Return	YTD FY 25/26
Bank Accounts TowneBank	40,622.10	0.01%	0.33	1.03
Bank Accounts OPB	1,851,294.16	0.10%	135.80	355.63
Total	1,891,916.26	0.06%	136.13	356.66

Utilities 9/30/25 Balances	
Old Point Bank Investment	1,347,236.79
Old Point Bank Bank Account	786,205.58
TowneBank Util	40,622.10
VIP	4,599,072.98
Total	6,773,137.45

GF and Other 9/30/25 Balances	
Old Point Bank Account	1,065,088.58
Towne CD	1,083,147.29
Old Point Bank Investments	587,965.13
VIP	15,217,870.13
Total	17,954,071.13

Sep-25	Current Yield	One Year Ago	YOY Change
Total Portfolio	4.13%	5.14%	-1.01%
90-day T-Bill	4.07%	4.92%	-0.85%
One Year T-Bill	3.66%	4.03%	-0.37%
VIP Stable NAV Liquidity	4.37%	5.29%	-0.92%

2024, higher portfolio rate due to sweep

CLASS	LENGTH/POLICY	Amount Invested	Percent of Overall Portfolio	PERCENT OF PORTFOLIO/POLICY	Compliance %	In Compliance?	Code Section
Municipal Obligations: Stocks, bonds, notes and other evidence of Indebtedness of the Commonwealth of Virginia, or of any county, city, town, district, authority of public body of the Commonwealth of Virginia.	36 months or less	-		20%			§2.2-4500
US Government Obligations: Stocks, bonds, notes and other evidence of indebtedness of the United States, its agencies or government sponsored corporations.	36 months or less		0	100%			§ 2.2-4505
Savings accounts or time deposits (CDs) In any bank or savings and loan association within the Commonwealth of Virginia	12 months or less	1,083,147.29	4.74%	75%	70%	Yes	§ 2.2-4509
Commercial Paper	No greater than 270 days			5%			§2.2-4502
Corporate Notes	No greater than 270 days			15%			§2.2-4510
Repurchase Agreements	90 days or less			50%			§2.2-4507
Certificates representing ownership in either treasury bond principal at maturity or its coupons	36 months or less			20%			§2.2-4505
Virginia Investment Pool (VIP)	Daily			100%			§2.2-4605
Virginia Local Government Investment Pool (LGIP)	Daily	19,816,943.11	86.78%	100%	13%	Yes	§2.2-4605
Registered Money Market Mutual Funds	Daily	1,935,201.92	8.47%	100%	92%	Yes	§2.2-4508
The State Non-Arbitrage Pool (SNAP)	Depending Upon Length of Bond			100% of bond proceeds			§2.2- 4700
Total		22,835,292.32	100.00%				

Returns FY 23

Return	Average Bal	Average Rate	FY Return
Sweep	-	0.00%	-
VIP GF	533,145.50	0.20%	1,451.46
Bank Accounts	14,798,625.52	0.13%	54,829.83
Total	15,331,771.02	0.10%	56,281.29

Returns FY 24

Return	Average Bal	Average Rate	FY Return
Sweep	4,353,735.39	3.35%	199,782.38
VIP GF	3,663,821.12	5.52%	166,921.75
Bank Accounts	16,071,575.29	0.12%	35,796.44
Total	24,089,131.80	4.44%	402,500.57

Returns FY 25

Return	Average Bal	Average Rate	FY Return
Sweep	11,131,468.23	4.74%	276,536.40
VIP GF	6,569,792.01	4.81%	395,307.97
VIP Util	1,763,682.68	4.48%	48,334.01
OPB Util	5,572,193.00	4.07%	127,693.56
OPB GF	5,018,142.29	4.07%	122,969.21
OPB Luter	123,587.87	4.15%	13,782.97
Bank Accounts	5,001,247.44	0.43%	8,195.50
CD PD	38,750.21	4.44%	1,580.78
CD GF	1,893,565.39	4.22%	21,181.00
Total	37,112,429.12	3.94%	1,015,581.40

Returns FY 26

Return	Average Bal	Average Rate	FY Return
VIP GF	6,569,792.01	4.81%	170,546.04
VIP Util	1,763,682.68	4.48%	50,738.97
OPB Util	5,572,193.00	4.07%	14,857.66
OPB GF	5,018,142.29	4.07%	16,502.12
OPB Luter	123,587.87	4.15%	-
Bank Accounts	5,001,247.44	0.43%	356.66
CD PD	38,750.21	4.44%	365.30
CD GF	1,893,565.39	4.22%	1,156.47
Total	25,980,960.89	3.94%	254,523.22

187,404.82

1,672,605.19

TOWN OF SMITHFIELD
FY 2026 ADOPTED BUDGET SUMMARY GENERAL FUND
Preliminary

REVENUES	FY 2025-26	Budget Transfers	Actual	Budget	Variance
Department	Budget	& Rollovers	9/30/2025	to Actual	%
Real Property Taxes	3,994,100.00	-	89,915.94	3,904,184.06	2.25%
Other Local Taxes	5,042,500.00	-	532,189.34	4,510,310.66	10.55%
Licenses, permits, & fees	411,500.00	-	25,751.57	385,748.43	6.26%
Fines & Costs	45,000.00	-	2,472.07	42,527.93	5.49%
From Use of Money & Property	886,700.00	-	297,945.59	588,754.41	33.60%
Miscellaneous Revenues	115,000.00	-	149,501.21	(34,501.21)	130.00%
Governmental Virginia	659,738.00	-	359,258.84	300,479.16	54.45%
Governmental Federal	153,000.00	-	-	153,000.00	0.00%
Other financing sources	165,000.00	-	-	165,000.00	0.00%
Appropriated from Reserves	3,507,597.00	25,000.00	-	3,532,597.00	0.00%
TOTAL REVENUES	14,980,135.00	25,000.00	1,457,034.56	13,548,100.44	9.71%

EXPENSES	FY 2025-26	Budget Transfers	Actual	Budget	Variance
Department	Budget	& Rollovers	9/30/2025	to Actual	%
Town Council	186,925.00	-	33,495.95	153,429.05	17.92%
Town Manager	817,910.00	25,000.00	178,358.83	664,551.17	21.16%
Treasurer	991,549.00	-	267,918.39	723,630.61	27.02%
Public Safety	4,527,444.00	-	886,944.20	3,640,499.80	19.59%
Parks & Recreation	3,401,217.00	-	276,058.99	3,125,158.01	8.12%
Museum	294,681.00	-	74,780.70	219,900.30	25.38%
Community Development & Planning	1,031,094.00	-	92,106.51	938,987.49	8.93%
Public Works	1,483,292.00	-	280,924.86	1,202,367.14	18.94%
Public Buildings	409,752.00	-	63,000.21	346,751.79	15.38%
Contributions	67,510.00	-	65,860.00	1,650.00	97.56%
Non-Departmental	1,228,832.00	-	962,466.00	266,366.00	78.32%
Debt Service	539,929.00	-	228,157.68	311,771.32	42.26%
Contingency	-	-	-	-	0.00%
TOTAL EXPENSES	14,980,135.00	25,000.00	3,410,072.32	11,595,062.68	22.73%

NET INCOME/(LOSS)	-	-	(1,953,037.76)	-	-
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Town of Smithfield Financial Statements as of September 30, 2025



TOWN OF SMITHFIELD
FY 2026 ADOPTED BUDGET SUMMARY GENERAL FUND
Preliminary

REVENUES	FY 2025-26	Budget Transfers	Actual	Budget	Variance
Department	Budget	& Rollovers	9/30/2025	to Actual	%
Real Property Taxes	3,994,100.00	-	89,915.94	3,904,184.06	2.25%
Other Local Taxes	5,042,500.00	-	532,189.34	4,510,310.66	10.55%
Licenses, permits, & fees	411,500.00	-	25,751.57	385,748.43	6.26%
Fines & Costs	45,000.00	-	2,472.07	42,527.93	5.49%
From Use of Money & Property	886,700.00	-	297,945.59	588,754.41	33.60%
Miscellaneous Revenues	115,000.00	-	149,501.21	(34,501.21)	130.00%
Governmental Virginia	659,738.00	-	359,258.84	300,479.16	54.45%
Governmental Federal	153,000.00	-	-	153,000.00	0.00%
Other financing sources	165,000.00	-	-	165,000.00	0.00%
Appropriated from Reserves	3,507,597.00	25,000.00	-	3,532,597.00	0.00%
TOTAL REVENUES	14,980,135.00	25,000.00	1,457,034.56	13,548,100.44	9.71%

EXPENSES	FY 2025-26	Budget Transfers	Actual	Budget	Variance
Department	Budget	& Rollovers	9/30/2025	to Actual	%
Town Council	186,925.00	-	33,495.95	153,429.05	17.92%
Town Manager	817,910.00	25,000.00	178,358.83	664,551.17	21.16%
Treasurer	991,549.00	-	267,918.39	723,630.61	27.02%
Public Safety	4,527,444.00	-	886,944.20	3,640,499.80	19.59%
Parks & Recreation	3,401,217.00	-	276,058.99	3,125,158.01	8.12%
Museum	294,681.00	-	74,780.70	219,900.30	25.38%
Community Development & Planning	1,031,094.00	-	92,106.51	938,987.49	8.93%
Public Works	1,483,292.00	-	280,924.86	1,202,367.14	18.94%
Public Buildings	409,752.00	-	63,000.21	346,751.79	15.38%
Contributions	67,510.00	-	65,860.00	1,650.00	97.56%
Non-Departmental	1,228,832.00	-	962,466.00	266,366.00	78.32%
Debt Service	539,929.00	-	228,157.68	311,771.32	42.26%
Contingency	-	-	-	-	0.00%
TOTAL EXPENSES	14,980,135.00	25,000.00	3,410,072.32	11,595,062.68	22.73%

NET INCOME/(LOSS)	-	-	(1,953,037.76)	-	-
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Town of Smithfield
FY2026 Adopted Operating Budget
GENERAL FUND REVENUE SUMMARY
Preliminary

	MUNIS ACCT #	FY 2025-26 Approved Budget	Budget Transfers & Rollovers	Actual 9/30/2025	Notes	Budget to Actual	Variance %
<u>GENERAL GOVERNMENT REVENUES</u>							
REAL PROPERTY TAXES							
Real Estate - Current	03-100-311010-0000-30001	2,600,000.00			1	2,600,000.00	0.00%
Real Estate - Current Tax Relief for the Elderly/Veterans	03-100-311010-0000-30001	85,000.00			1	85,000.00	0.00%
Real Estate - Delinquent	03-100-311010-0000-30002	-		22,063.54	1	(22,063.54)	0.00%
Public Service-Real Estate Current	03-100-311020-0000-30001	44,000.00				44,000.00	0.00%
Public Service-Personal Property Current	03-100-311020-0000-30001	100.00				100.00	0.00%
Personal Property - Current	03-100-311030-0000-30001	1,210,000.00			2	1,210,000.00	0.00%
Personal Property - Delinquent	03-100-311030-0000-30002	-		46,093.71	2	(46,093.71)	0.00%
Penalty	03-100-311060-0000-30005	40,000.00		10,542.01		29,457.99	26.36%
Interest	03-100-311060-0000-30006	15,000.00		11,220.92		3,779.08	74.81%
Miscellaneous Receipts Over-Short	03-100-311060-0000-30007	-		(4.24)		4.24	0.00%
Total Real Property Taxes		3,994,100.00		89,915.94		3,904,184.06	2.25%
OTHER LOCAL TAXES							
Sales Tax	03-100-312010-0000-30009	770,000.00		56,047.01	3	713,952.99	7.28%
Utility Tax	03-100-312020-0000-31201	200,000.00		34,587.82	4	165,412.18	17.29%
Consumption Tax	03-100-312020-0000-31202	45,000.00		7,233.49	4	37,766.51	16.07%
Business Licenses	03-100-312030-0000-31208	520,000.00		54,829.41	5	465,170.59	10.54%
Business Licenses Penalty	03-100-312030-0000-31209	5,000.00		4,915.72		84.28	98.31%
Business Licenses Interest	03-100-312030-0000-31210	1,000.00		2,340.44		(1,340.44)	234.04%
Peg Channel Capital Fee	03-100-312040-0000-30054	1,500.00		295.50		1,204.50	19.70%
Bank Franchise Tax	03-100-312040-0000-31203	156,000.00		-	6	156,000.00	0.00%
Vehicle License	03-100-312050-0000-32020	245,000.00		21,134.37	7	223,865.63	8.63%
Cigarette Tax	03-100-312080-0000-31204	175,000.00		42,290.60	8	132,709.40	24.17%
Transient Occupancy Tax	03-100-312101-0000-31205	320,000.00		2,288.78	9	317,711.22	0.72%
Meals Tax-4.25%	03-100-312110-0000-31211	1,785,000.00		208,233.82	10	1,576,766.18	11.67%
Meals Tax-2%	03-100-312110-0000-31212	819,000.00		97,992.38	10	721,007.62	11.96%
Total Other Local Taxes		5,042,500.00		532,189.34		4,510,310.66	10.55%
TOTAL LOCAL TAX REVENUE		9,036,600.00		622,105.28		8,414,494.72	6.88%
PERMITS, FEES & LICENSES							
Permits & Other Licenses	03-100-313030-0000-30018-multiple accts	50,000.00		6,425.00	11	43,575.00	12.85%
Inspection Fees/Reinspection Fees-Subdivision	03-100-313030-0000-30030/30039	70,000.00		5,850.00	12	64,150.00	8.36%
Administrative Collection Fees-DMV Stops	03-100-311070-0000-31307	12,000.00		2,820.00		9,180.00	23.50%
Refuse Collection Fee	03-100-313030-0000-30038	275,000.00		5,456.57	13	269,543.43	1.98%
WC Dog Park Registration Fees	03-100-313030-0000-30043	-		-		-	0.00%
Consultant Review Fees	03-100-313030-0000-30028	4,500.00		5,200.00	14	(700.00)	115.56%
Total Permits, Fees & Licenses		411,500.00		25,751.57		385,748.43	6.26%

Town of Smithfield
FY2026 Adopted Operating Budget
GENERAL FUND REVENUE SUMMARY
Preliminary

	MUNIS ACCT #	FY 2025-26 Approved Budget	Budget Transfers & Rollovers	Actual 9/30/2025	Notes	Budget to Actual	Variance %
<u>GENERAL GOVERNMENT REVENUES</u>							
FINES & FORFEITURES							
Fines & Costs	03-100-314010-0000-30055, 30058	45,000.00		2,472.07	15	42,527.93	5.49%
Total Fines & Forfeitures		45,000.00		2,472.07		42,527.93	5.49%

REVENUE FROM USE OF MONEY & PROPERTY

General Fund Interest	03-100-315010-0000-31501	475,000.00		207,024.75	16	267,975.25	43.58%
Rentals	03-100-315020-0000-30110	65,000.00		15,727.47	17	49,272.53	24.20%
Smithfield Center Rentals	03-100-315020-0000-30111	190,000.00		32,487.20	17	157,512.80	17.10%
Windsor Castle Revenue (includes Manor House, Park Impa	03-100-315020-0000-30119	75,000.00		23,013.20	17	55,826.93	30.68%
Sports Complex Rentals	03-100-315020-0000-30120	33,000.00		1,012.50	17	31,987.50	3.07%
Kayak Rentals	03-100-315020-0000-30015	7,500.00			18	8,663.36	0.00%
Special Events	03-100-315020-0000-30013, 30014	20,000.00		10,894.00		9,106.00	54.47%
Fingerprinting Fees	03-100-318990-0000-30048	100.00		100.00		-	100.00%
Grass Cutting Reimbursement	03-100-318990-0000-30053	-		382.11		(382.11)	0.00%
Museum Admissions	03-100-315020-0000-30115	8,000.00		3,106.00	19	4,894.00	38.83%
Museum Gift Shop Sales	03-100-318990-0000-30016	12,000.00		4,148.36	19	7,851.64	34.57%
Museum Programs/Lecture Fees	03-100-318990-0000-30017	600.00		50.00	19	550.00	8.33%
Lease of Land	03-100-315020-0000-30017	500.00				500.00	0.00%
Total Revenue from use of money and property		886,700.00		297,945.59		593,757.90	33.60%

MISCELLANEOUS

Other Revenue	03-100-318990-0000-31105, Multiple	4,000.00		5,105.59	20	(1,105.59)	127.64%
Virginia Municipal Group Safety Grant	03-100-318990-0000-31110	4,000.00				4,000.00	0.00%
Miscellaneous Contributions	03-100-318990-0000-31621	-				-	0.00%
Public Safety Contribution	03-100-318990-0000-31622	-				-	0.00%
Contributions - Historic Smfd	03-100-318990-0000-31624	-				-	0.00%
Windsor Castle	03-100-318990-0000-31626	-				-	0.00%
Contributions-Museum	03-100-318990-0000-31632	92,000.00		75,971.97		16,028.03	82.58%
Contributions-Public Ball Fields	03-100-318990-0000-31635	15,000.00		60,000.00		(45,000.00)	400.00%
Insurance Recoveries	03-100-341010-0000-31599, 31603	-		6,548.05	21	(6,548.05)	0.00%
Sale of Land	03-100-341020-0000-31404	-			22	-	0.00%
Sale of Equipment/Buildings	03-100-341020-0000-31405	-		1,875.60	23	(1,875.60)	0.00%
Total Miscellaneous Revenue		115,000.00		149,501.21		(34,501.21)	130.00%

REVENUE FROM THE COMMONWEALTH

Law Enforcement	03-100-322010-0000-34011	215,179.00		53,796.00	24	161,383.00	25.00%
Litter Control Grant	03-100-322010-0000-34010	4,000.00				4,000.00	0.00%
Asset Forfeiture	03-100-322010-0000-34007	-	-			-	0.00%
Communications Tax	03-100-322010-0000-34008	150,000.00		13,262.68	25	136,737.32	8.84%
Rolling Stock	03-100-322010-0000-34001	45.00		37.64		7.36	83.64%
Rental Tax	03-100-322010-0000-34002	6,800.00		3,608.63		3,191.37	53.07%

Town of Smithfield
FY2026 Adopted Operating Budget
GENERAL FUND REVENUE SUMMARY
Preliminary

	MUNIS ACCT #	FY 2025-26 Approved Budget	Budget Transfers & Rollovers	Actual 9/30/2025	Notes	Budget to Actual	Variance %
GENERAL GOVERNMENT REVENUES							
PPTRA State Revenue	03-100-322010-0000-34014	240,795.00		240,794.89	26	0.11	100.00%
Fire Programs	03-100-322010-0000-34012	38,419.00		47,759.00		(9,340.00)	124.31%
Police Block Grants (HEAT Grant)	03-100-322010-0000-34018	-				-	0.00%
DCJS ARPA Reimbursable Grant	03-100-322010-0000-34018					-	0.00%
P2P Sharing	03-100-322010-0000-34033	-				-	0.00%
State VTC Grant	03-100-322010-0000-34034	-				-	0.00%
State DMV Animal Friendly Plt	03-100-322010-0000-34035					-	0.00%
State TDO and ECO Reimbursable Funds	03-100-322010-0000-34036	-				-	0.00%
VCA Grant	03-100-322010-0000-34005	4,500.00				4,500.00	0.00%
Urban Fund Projects							0.00%
Benns Church/Route 258/Route 10 Bypass interse	03-100-322010-0000-34020	-				-	0.00%
Smithfield to Nike Trail Park-Segment 3-Alt Analysis	03-100-322010-0000-34020	-				-	0.00%
Total State Revenue		659,738.00		359,258.84		300,479.16	54.45%
REVENUE FROM THE FEDERAL GOVERNMENT							
FEMA - Great Springs Project	03-100-331010-0000-35018	-	-	-		-	0.00%
ARPA Revenues	03-100-331010-0000-35026	-				-	0.00%
Federal Highway Grant		136,000.00	-	-		136,000.00	0.00%
Law Enforcement	03-100-331010-0000-35003, 35009	17,000.00	-	-		17,000.00	0.00%
Urban Fund Projects							0.00%
Smithfield to Nike Trail Park-Segment 3-Alt Analysis	03-100-331010-0000-35008	-		-		-	0.00%
Pinewood Heights CDBG Relocation Grant Phase IV	03-100-331010-0000-35002	-		-		-	0.00%
Total Federal Revenue		153,000.00	-	-	27	153,000.00	0.00%
OTHER FINANCING SOURCES							
Other Financing Sources-Capital Lease Acquisition	03-100-341040-0000-39004	165,000.00				165,000.00	0.00%
(Enterprise Vehicle Leasing)							
Total Other Financing Sources		165,000.00		-		165,000.00	0.00%
APPROPRIATED FROM RESERVES							
		\$ 3,507,597.00	\$ 25,000.00	\$ -		3,532,597.00	0.00%
TOTAL GENERAL FUND REVENUES		14,980,135.00	25,000.00	1,457,034.56		13,553,103.93	9.71%

GENERAL FUND NOTES AS OF SEPTEMBER 30, 2025		
Revenues		
1	<u>Current/Delinquent Real Estate Tax</u>	Real Estate Taxes will be due June 5th 2026.
2	<u>Current/Delinquent PP Tax</u>	We are continuing to collect on delinquent taxes, with VA Auction. Total collected, including prior year, due to these efforts are 82,532.50. Fees 13,302.35 As a reminder the company charges 20% of the amount outstanding, and we only pay when we receive the money
3	<u>Sales Tax</u>	We collected 56,047.01 for the sales month of July. We will be receiving 55,101.42 in October for August.
4	<u>Consumption/Utility Taxes</u>	Consumption tax is running the same as last year same period. These taxes come mostly from Columbia Gas 284.80 and Dominion Energy 6,945.77
5	<u>Business licenses</u>	54,829 in total collected this year, last year we were at 51,390
6	<u>Bank Franchise Taxes</u>	Due June 2026
7	<u>Vehicle licenses</u>	Billed with personal property taxes and due in December 2025. We have collected some in July due to collection efforts made with VA Auction
8	<u>Cigarette Taxes</u>	Sale of cigarette stamps
9	<u>Transient Occupancy</u>	Collected quarterly, we will see funds coming in September.
10	<u>Meals Tax</u>	Merchants charge 6.25% We are paid this via their remitting based on their overall sales. These are paid quarterly, but some do pay monthly. 306,226 collected through September. Typically the largest payors: Smithfield Station, McDonald's, Cockeyed Rooster and Burger King
11	<u>Permits & Fees</u>	6,425 collected to date. Of this most are from E&S Fees 2,700. Erosion and Settlement.
12	<u>Inspection fees</u>	This is reinspection fees for Forest Newhall Construction 450.00, Church Square Development and Stanley Martin Homes.
13	<u>Refuse Collection Fees</u>	Lower than prior year, since we are billing annually. This is collected with RE Tax. 23,598 lower than prior year at the same period
14	<u>Review Fees</u>	Development Logistics and Consulting for Cottages at Battery Park
15	<u>Fines & Costs</u>	

GENERAL FUND NOTES AS OF SEPTEMBER 30, 2025		
	<u>TOWN COUNCIL</u>	
32	Professional Services	None to date, same as prior year same period.
	<u>TOWN MANAGER</u>	
31	Dues & Subscriptions	967 higher than prior year
33	Computer & Technology Expenses	Software license and maintenance
	<u>TREASURER</u>	
34	Service Contracts	48,750 to RDA per agreement.
		Licensing and implementation
		We are still paying for Tyler/Munis 12,000 because we do use for the GL. Also for BAI 11,627. Both should end
		When tax and RDA is fully implemented.
31	<u>Dues & Subscriptions</u>	
35	Bank Charges	We are offsetting fees with bank balances
	<u>POLICE DEPARTMENT</u>	
31	<u>Dues & Subscriptions</u>	1,247 for Mehrrin Drug Task Force Membership.
36	LODA	With the approval of the state budget for fiscal years 2025-2026, Line of Duty Death and Health Benefits Trust Fund (LODA Fund) premiums will increase to \$1,015 per full-time equivalent employees, effective July 1, 2024.
		By statute, LODA Fund benefits are funded on a "pay-as-you-go" basis, covering the health care premiums
		for current beneficiaries as well as projected costs of any new death and other benefit claims.
37	Computer & Technology	
38	Equipment	18,000 for flock equipment and 25,089 for core tactical and 8,640 for body cam equipment
	<u>PARKS & RECREATION</u>	
31	Dues & Subscriptions	3,125 for EMS Pro Maintenance
39	Credit card processing expense	Tracking to prior year
40	Computer & Technology expenses	
	<u>SMITHFIELD CENTER</u>	
40	Computer & Technology expenses	

GENERAL FUND NOTES AS OF SEPTEMBER 30, 2025		
41	Advertising-SC	None spent this year
42	Repairs & Maintenance	Virginia Control and Elec for Wall Lights at Smithfield Center 6,090
43	ARPA	
	<u>WINDSOR CASTLE PARK</u>	
44	Equipment Expense	
45	ARPA	
47	Repairs & Maintenance	8,600 for Concrete
	<u>WINDSOR CASTLE MANOR HOUSE</u>	
46	Contracted Services	Monthly 1,595 to Suffolk Sanitary Supply.
47	Repairs & Maintenance	
	<u>LUTER SPORTS COMPLEX</u>	
30	Insurance	
	<u>MISCELLANEOUS-PARKS & REC</u>	
49	Clontz Park	
50	Clontz Park ARPA	
51	Fireworks	
	<u>MUSEUM</u>	
31	Dues & Subscriptions	
52	Gift Shop Expenses	1,000 higher than prior year
	<u>COMMUNITY DEVELOPMENT OTHER</u>	
53	Hampton Roads Planning District Commission	In line with prior year same period. This is for regional water program. We pay quarterly.

GENERAL FUND NOTES AS OF SEPTEMBER 30, 2025		
	<u>PUBLIC WORKS</u>	
54	Repairs & Maintenance	
55	<u>ARPA Expenses</u>	
	<u>Public Buildings</u>	
56	Computer & Technology	
57	ARPA	

Town of Smithfield
FY2026 Adopted Operating Budget
GENERAL FUND EXPENDITURES

Preliminary

TOWN COUNCIL

Preliminary

MUNIS ACCOUNT NUMBER		FY 2025-26 Budget	Budget Transfers & Rollovers	Actual 9/30/2025	Notes	Budget to Actual	Variance %
Salaries and Wages	04-100-411010-0000-41100	44,000.00		7,670.00	29	36,330.00	17.43%
Fica & Medicare Benefits	04-100-411010-0000-42100	3,425.00		594.47	29	2,830.53	17.36%
ARPA Payroll	04-100-411010-0000-46023	-			29	-	0.00%
Legal Fees	04-100-411010-0000-43150	50,000.00		3,705.00		46,295.00	7.41%
Update Town Charter & Code	04-100-411010-0000-43151	4,000.00		-		4,000.00	0.00%
Professional Services	04-100-411010-0000-43152	5,000.00		-	32	5,000.00	0.00%
Public Defender Fees	04-100-411010-0000-43153	6,000.00		-		6,000.00	0.00%
Election Expense	04-100-411010-0000-43170	-		-		-	0.00%
Maintenance contracts	04-100-411010-0000-43320	4,500.00		2,334.51		2,165.49	51.88%
Annual Christmas Parade	04-100-411010-0000-43351	-				-	0.00%
Advertising	04-100-411010-0000-43600	30,000.00		2,641.30		27,358.70	8.80%
Communications	04-100-411010-0000-45200	-				-	0.00%
Insurance	04-100-411010-0000-45300	-			30	-	0.00%
Travel & Training	04-100-411010-0000-45500	10,000.00		1,995.49		8,004.51	19.95%
Council Approved Items	04-100-411010-0000-45804	5,000.00		4,461.07		538.93	89.22%
Subscriptions/Memberships	04-100-411010-0000-45810	7,500.00		7,152.00	31	348.00	95.36%
Records Management maint & upgrades	04-100-411010-0000-45811	7,500.00		-		7,500.00	0.00%
Bank Charges	04-100-411010-0000-45813	-		1,702.08		(1,702.08)	0.00%
Supplies	04-100-411010-0000-46001	10,000.00		1,240.03		8,759.97	12.40%
ARPA Expenses	04-100-411010-0000-46019	-				-	0.00%
Total Town Council		186,925.00	-	33,495.95		153,429.05	17.92%

Town of Smithfield
FY2026 Adopted Operating Budget
GENERAL FUND EXPENDITURES

Preliminary

TOWN MANAGER

	MUNIS ACCOUNT NUMBER	FY 2025-26 Budget	Budget Transfers & Rollovers	Actual 9/30/2025	Notes	Budget to Actual	Variance %
Salaries and Wages	04-100-412010-0000-41100	329,570.00		75,293.64	29	254,276.36	22.85%
Salaries-PT	04-100-412010-0000-41110	43,348.00		5,064.46	29	38,283.54	11.68%
Salaries-OT	04-100-412010-0000-41120, 41115	3,000.00		984.24	29	2,015.76	32.81%
Fica & Medicare Benefits	04-100-412010-0000-42100	29,799.00		5,789.06	29	24,009.94	19.43%
VSRS	04-100-412010-0000-42200	32,539.00		7,576.24		24,962.76	23.28%
Disability	04-100-412010-0000-42210	600.00		151.59		448.41	25.27%
Health & Other	04-100-412010-0000-42300	54,501.00		13,867.80		40,633.20	25.45%
Pre-Employment Test	04-100-412010-0000-42435	6,500.00		379.00		6,121.00	5.83%
Employee Recognition	04-100-412010-0000-42440	10,000.00		-		10,000.00	0.00%
Wellness Initiatives	04-100-412010-0000-42460	8,237.00		70.00		8,167.00	0.85%
ARPA Payroll	04-100-412010-0000-46023				29	-	0.00%
Professional Services	04-100-412010-0000-43152	78,000.00	25,000.00	25,702.20		77,297.80	24.95%
Maintenance Contracts	04-100-412010-0000-43320	3,000.00		3,593.37		(593.37)	119.78%
Communications	04-100-412010-0000-45200	8,000.00		2,224.97		5,775.03	27.81%
Insurance	04-100-412010-0000-45300	3,130.00			30	3,130.00	0.00%
Travel & Training	04-100-412010-0000-45500	12,000.00		524.84		11,475.16	4.37%
Other	04-100-412010-0000-45804	1,500.00		206.45		1,293.55	13.76%
Dues & Subscriptions	04-100-412010-0000-45810	6,000.00		1,638.48	31	4,361.52	27.31%
Supplies	04-100-412010-0000-46001	4,500.00		558.13		3,941.87	12.40%
Computer & technology expenses	04-100-412010-0000-46005	5,000.00		14,745.51	33	(9,745.51)	294.91%
Fuel Expense	04-100-412010-0000-46008	200.00		38.85		161.15	19.43%
Auto Expense	04-100-412010-0000-46009	250.00				250.00	0.00%
Shared Services-IT	04-100-412010-0000-46020	81,000.00				81,000.00	0.00%
Contingency	04-100-412010-0000-46021	42,236.00		19,950.00		22,286.00	47.23%
Strategic Planning Initiatives		50,000.00				50,000.00	0.00%
Education Assistance		5,000.00				5,000.00	0.00%
Capital Expenditures - website redesign	04-100-412010-0000-48100	-				-	0.00%
Total Town Manager		817,910.00	25,000.00	178,358.83		664,551.17	21.16%

Town of Smithfield
FY2026 Adopted Operating Budget
GENERAL FUND EXPENDITURES

Preliminary

TREASURER

	MUNIS ACCOUNT NUMBER	FY 2025-26 Budget	Budget Transfers & Rollovers	Actual 9/30/2025	Notes	Budget to Actual	Variance %
Salaries and Wages	04-100-412410-0000-41100	534,662.00		126,382.09	29	408,279.91	23.64%
Salaries-OT	04-100-412410-0000-41120, 41115	8,500.00		370.56	29	8,129.44	4.36%
Fica & Medicare Benefits	04-100-412410-0000-42100	42,430.00		9,433.97	29	32,996.03	22.23%
VSRS	04-100-412410-0000-42200	53,337.00		12,378.63		40,958.37	23.21%
Disability	04-100-412410-0000-42210	1,000.00		305.59		694.41	30.56%
Health	04-100-412410-0000-42300	88,120.00		21,139.44	29	66,980.56	23.99%
ARPA Payroll	04-100-412410-0000-46023	-			29	-	0.00%
Audit	04-100-412410-0000-43120	40,700.00				40,700.00	0.00%
Service contracts	04-100-412410-0000-43320	125,000.00		82,897.70	34	42,102.30	66.32%
Data Processing	04-100-412410-0000-44100	42,000.00		5,294.70		36,705.30	12.61%
Communications	04-100-412410-0000-45200	8,000.00		2,380.62		5,619.38	29.76%
Insurance	04-100-412410-0000-45300	-			30	-	0.00%
Travel & Training	04-100-412410-0000-45500	12,000.00		1,001.49		10,998.51	8.35%
Other	04-100-412410-0000-45804	500.00		-		500.00	0.00%
Dues & Subscriptions	04-100-412410-0000-45810	1,500.00		422.98	31	1,077.02	28.20%
Bank Charges	04-100-412410-0000-45813	1,000.00		-	35	1,000.00	0.00%
Cigarette Tax Stamps	04-100-412410-0000-45830	3,500.00		-		3,500.00	0.00%
Supplies	04-100-412410-0000-46001	21,000.00		4,998.05		16,001.95	23.80%
Credit Card Processing	04-100-412410-0000-46002	800.00		912.57		(112.57)	114.07%
Computer & technology expenses	04-100-412410-0000-46005	7,500.00				7,500.00	0.00%
ARPA Expenses	04-100-412410-0000-46019	-				-	0.00%
Capital Outlay	04-100-412410-0000-48100	-				-	0.00%
Total Treasurer		991,549.00	-	267,918.39		723,630.61	27.02%

Town of Smithfield
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Preliminary

PUBLIC SAFETY

	MUNIS ACCOUNT NUMBER	FY 2025-26 Budget	Budget Transfers & Rollovers	Actual 9/30/2025	Notes	Budget to Actual	Variance %
POLICE DEPARTMENT							
Salaries and Wages	04-100-431100-0000-41100	1,832,216.00	(10,000.00)	386,975.11	29	1,435,240.89	21.24%
Salaries - Reg OT	04-100-431100-0000-41115	-		11,131.48	29	(11,131.48)	0.00%
Salaries OT	04-100-431100-0000-41120	310,000.00		59,751.28	29	250,248.72	19.27%
Salaries-Selective Enforcement	04-100-431100-0000-41130	19,000.00		-	29	19,000.00	0.00%
Salaries - TDO and ECO	04-100-431100-0000-41135	-		-		-	0.00%
Salaries-Special Events	04-100-431100-0000-41140	20,000.00		8,979.18		11,020.82	44.90%
FTO/Shift Differential	04-100-431100-0000-41150	15,000.00		1,953.00	29	13,047.00	13.02%
Fica & Medicare Benefits	04-100-431100-0000-42100	174,631.00		33,593.33	29	141,037.67	19.24%
VSRS	04-100-431100-0000-42200	185,635.00		34,252.70		151,382.30	18.45%
Disability	04-100-431100-0000-42210	400.00		101.96		298.04	25.49%
Health Insurance	04-100-431100-0000-42300	383,843.00		84,244.08	29	299,598.92	21.95%
ARPA Payroll	04-100-431100-0000-46023				29	-	0.00%
Ins. - LODA	04-100-431100-0000-42410	25,200.00		21,315.00	36	3,885.00	84.58%
Professional Services	04-100-431100-0000-43152	5,000.00				5,000.00	0.00%
Service Contracts	04-100-431100-0000-43320	200,000.00		100,727.18		99,272.82	50.36%
Community Outreach	04-100-431100-0000-43352	6,000.00	10,000.00	4,764.35		11,235.65	29.78%
Investigation expenses	04-100-431100-0000-44641	10,000.00		2,936.40		7,063.60	29.36%
HEAT Grant Expenses	04-100-431100-0000-45037	-				-	0.00%
Communications	04-100-431100-0000-45200	50,000.00		8,812.37		41,187.63	17.62%
Insurance	04-100-431100-0000-45300	-			30	-	0.00%
Travel & Training	04-100-431100-0000-45500	45,500.00		5,079.96		40,420.04	11.16%
Accreditation	04-100-431100-0000-45521	-				-	0.00%
Asset Forfeiture Expenses	04-100-431100-0000-45640	-				-	0.00%
Other	04-100-431100-0000-45804	1,800.00		60.00		1,740.00	3.33%
Dues & Subscriptions	04-100-431100-0000-45810	45,600.00		2,167.67	31	43,432.33	4.75%
Materials & Supplies	04-100-431100-0000-46001	28,000.00		2,828.22		25,171.78	10.10%
Credit Card Process	04-100-431100-0000-46002	-		173.74	39	(173.74)	0.00%
Computer & Technology Expenses	04-100-431100-0000-46005	27,000.00			37	27,000.00	0.00%
Equipment	04-100-431100-0000-46006	227,200.00		57,844.72	38	169,355.28	25.46%
Gas	04-100-431100-0000-46008	60,000.00		10,748.63		49,251.37	17.91%
Vehicle Maintenance	04-100-431100-0000-46009	30,000.00		5,788.41		24,211.59	19.29%

Town of Smithfield
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PUBLIC SAFETY

	MUNIS ACCOUNT NUMBER	FY 2025-26 Budget	Budget Transfers & Rollovers	Actual 9/30/2025	Notes	Budget to Actual	Variance %
Radio & Equipment repairs	04-100-431100-0000-46010	2,500.00		1,513.46		986.54	60.54%
Uniforms	04-100-431100-0000-46011	31,500.00		7,201.97		24,298.03	22.86%
Tires	04-100-431100-0000-46016	9,000.00				9,000.00	0.00%
COVID-19 Expenses	04-100-431100-0000-46018	-				-	0.00%
ARPA Expenses	04-100-431100-0000-46019	-				-	0.00%
Capital Outlay	04-100-431100-0000-48100	230,000.00				230,000.00	0.00%
Total Police Department		3,975,025.00	-	852,944.20		3,122,080.80	21.46%

FIRE DEPARTMENT

State Pass Thru	04-100-432100-0000-45623	38,419.00		-		38,419.00	0.00%
Annual Fuel Contribution	04-100-432300-0000-46008	15,000.00		15,000.00		-	100.00%
Capital Contribution	04-100-432300-0000-45618	19,000.00		19,000.00		-	100.00%
Total Fire Department		72,419.00	-	34,000.00		38,419.00	46.95%

E911 DISPATCH

E911 Dispatch shared services	04-100-432300-0000-45614	480,000.00		-		480,000.00	0.00%
Total E911 Dispatch		480,000.00	-	-		480,000.00	0.00%
Total Public Safety		4,527,444.00	-	886,944.20		3,640,499.80	19.59%

Town of Smithfield
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PARKS & RECREATION

	MUNIS ACCOUNT NUMBER	FY 2025-26 Budget	Budget Transfers & Rollovers	Actual 9/30/2025	Notes	Budget to Actual	Variance %
<u>Parks & Recreation</u>							
Salaries and Wages	04-100-471100-0000-41100	512,634.00		108,183.14	29	404,450.86	21.10%
Salaries-PT	04-100-471100-0000-41110	93,235.00		12,933.53	29	80,301.47	13.87%
Salaries-OT	04-100-471100-0000-41120, 41115	24,108.00		2,298.06	29	21,809.94	9.53%
Fica & Medicare Benefits	04-100-471100-0000-42100	50,398.00		8,903.84	29	41,494.16	17.67%
VSRS	04-100-471100-0000-42200	51,774.00		10,536.69		41,237.31	20.35%
Disability	04-100-471100-0000-42210	800.00		205.17		594.83	25.65%
Health	04-100-471100-0000-42300	120,522.00		27,743.04	29	92,778.96	23.02%
ARPA Payroll	04-100-471100-0000-46023	-			29	-	0.00%
Contracted Services	04-100-471100-0000-43300	20,000.00		5,444.21		14,555.79	27.22%
Advertising	04-100-471100-0000-43600	35,000.00		8,717.50		26,282.50	24.91%
Communications	04-100-471100-0000-45200	4,500.00		886.93		3,613.07	19.71%
Insurance	04-100-471100-0000-45300	6,280.00			30	6,280.00	0.00%
Travel & Training	04-100-471100-0000-45500	3,000.00		222.63		2,777.37	7.42%
Other	04-100-471100-0000-45804	600.00				600.00	0.00%
Dues & Subscriptions	04-100-471100-0000-45810	6,000.00		3,451.48	31	2,548.52	57.52%
Office Supplies	04-100-471100-0000-46001	4,500.00		661.31		3,838.69	14.70%
Credit card processing expense	04-100-471100-0000-46002	5,000.00		1,635.74	39	3,364.26	32.71%
Computer & technology expenses	04-100-471100-0000-46005	2,500.00		957.28	40	1,542.72	38.29%
Fuel	04-100-471100-0000-46008	9,000.00		1,784.84		7,215.16	19.83%
Uniforms	04-100-471100-0000-46011	3,000.00		1,228.60		1,771.40	40.95%
Vehicle Maintenance	04-100-471100-0000-46009	2,000.00				2,000.00	0.00%
ARPA Fund Capital	04-100-471100-0000-48102	-				-	0.00%
Capital Outlay	04-100-471100-0000-48100	-				-	0.00%
Total Parks & Recreation		954,851.00	-	195,793.99		759,057.01	20.51%

Smithfield Center

Retail Sales & Use Tax	04-100-412100-0000-43100	400.00		137.13		262.87	34.28%
Contracted Services	04-100-412100-0000-43300, 43320	21,000.00		5,734.49		15,265.51	27.31%
Advertising	04-100-412100-0000-43600	-			41	-	0.00%

Town of Smithfield
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GENERAL FUND EXPENDITURES

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PARKS & RECREATION

	MUNIS ACCOUNT NUMBER	FY 2025-26 Budget	Budget Transfers & Rollovers	Actual 9/30/2025	Notes	Budget to Actual	Variance %
Kitchen Supplies	04-100-412100-0000-44000	3,000.00		345.26		2,654.74	11.51%
Food Service & Beverage Supplies	04-100-412100-0000-44001	5,000.00		280.35		4,719.65	5.61%
AV Supplies	04-100-412100-0000-44002	-				-	0.00%
Utilities	04-100-412100-0000-45100	23,000.00		4,534.67		18,465.33	19.72%
Communications	04-100-412100-0000-45200	8,500.00		2,687.67		5,812.33	31.62%
Insurance	04-100-412100-0000-45300	6,680.00			30	6,680.00	0.00%
Refund event deposits	04-100-412100-0000-45899	4,000.00		3,000.00		1,000.00	75.00%
Office Supplies/Other Supplies	04-100-412100-0000-46001	-				-	0.00%
Computer & technology expenses	04-100-412100-0000-46005	5,000.00		756.00	40	4,244.00	15.12%
Equipment	04-100-412100-0000-46006	10,000.00				10,000.00	0.00%
Repairs & Maintenance	04-100-412100-0000-46007	55,000.00		8,941.29	42	46,058.71	16.26%
ARPA Expenses	04-100-412100-0000-46019	-			43	-	0.00%
Capital Outlay	04-100-412100-0000-48100	-		-		-	0.00%
Total Smithfield Center		141,580.00	-	26,416.86		115,163.14	18.66%

Windsor Castle Park

Contracted Services	04-100-471210-0000-43300	11,000.00		5,220.15	46	5,779.85	47.46%
Utilities	04-100-471210-0000-45100	750.00		102.81		647.19	13.71%
Insurance	04-100-471210-0000-45300	11,088.00			30	11,088.00	0.00%
Equipment Expense	04-100-471210-0000-46006	16,000.00			44	16,000.00	0.00%
Repairs & Maintenance	04-100-471210-0000-46007	50,000.00		16,060.86	47	33,939.14	32.12%
ARPA Capital	04-100-471210-0000-48102	-			45	-	0.00%
Capital Outlay	04-100-471210-0000-48100	-		-		-	0.00%
Total Windsor Castle Park		88,838.00	-	21,383.82		67,454.18	24.07%

Windsor Castle Manor House

Contracted Services	04-100-471220-0000-43300	25,000.00		7,073.81	46	17,926.19	28.30%
Advertising	04-100-471220-0000-43600	-				-	0.00%
Food Service & Beverage Supplies	04-100-471220-0000-44001	-				-	0.00%
Utilities	04-100-471220-0000-45100	6,000.00		943.08		5,056.92	15.72%
Communications	04-100-471220-0000-45200	2,500.00		880.00		1,620.00	35.20%
Insurance	04-100-471220-0000-45300	6,020.00			30	6,020.00	0.00%

Town of Smithfield
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PARKS & RECREATION

	MUNIS ACCOUNT NUMBER	FY 2025-26 Budget	Budget Transfers & Rollovers	Actual 9/30/2025	Notes	Budget to Actual	Variance %
Refund event deposits	04-100-471220-0000-45899	4,000.00		4,340.00		(340.00)	108.50%
Office Supplies/Other Supplies	04-100-471220-0000-46001	-				-	0.00%
Computer & Technology	04-100-471220-0000-46005	-				-	0.00%
Repairs & maintenance	04-100-471220-0000-46007	10,000.00		1,138.71	47	8,861.29	11.39%
ARPA	04-100-471220-0000-46019	-				-	0.00%
Total Windsor Castle Manor House		53,520.00	-	14,375.60		39,144.40	26.86%

Luter Sports Complex

Contracted Services	04-100-471300-0000-43300	18,000.00		3,573.12		14,426.88	19.85%
Utilities	04-100-471300-0000-45100	11,500.00		2,388.00		9,112.00	20.77%
Communications	04-100-471300-0000-45200	1,800.00		599.96		1,200.04	33.33%
Insurance	04-100-471300-0000-45300	10,500.00			30	10,500.00	0.00%
Office Supplies/Other Supplies	04-100-471300-0000-46001	-				-	0.00%
Computer & Technology	04-100-471300-0000-46005	-				-	0.00%
Structures & Equipment Expense	04-100-471300-0000-46006	-				-	0.00%
Repairs & Maintenance	04-100-471300-0000-46007	65,000.00		7,526.53		57,473.47	11.58%
ARPA Capital	04-100-471300-0000-48102	-		110.40		(110.40)	0.00%
Capital Outlay	04-100-471300-0000-48100	2,030,628.00				2,030,628.00	0.00%
Total Luter Sports Complex		2,137,428.00	-	14,198.01		2,123,229.99	0.66%

Miscellaneous

Contributions-WCP	04-100-471200-0000-45653	-		-		-	0.00%
Clontz Park (maintenance & utilities)	04-100-471311-0000-43342, 45100, 4	3,500.00		3,242.15	49	257.85	92.63%
Clontz Park ARPA	04-100-471311-0000-46019	-			50	-	0.00%
Jersey Park Playground	04-100-471313-0000-43345	500.00				500.00	0.00%
Pinewood Playground	04-100-471314-0000-43346	-				-	0.00%
Cypress Creek No Wake zone	04-100-471340-0000-43347	-				-	0.00%
Haydens Lane Maintenance	04-100-471315-0000-43348	500.00				500.00	0.00%
Veterans War Memorial	04-100-471316-0000-43349	500.00		648.56		(148.56)	129.71%
Fireworks	04-100-471390-0000-43344	20,000.00			51	20,000.00	0.00%
Total Other Parks & Recreation		25,000.00	-	3,890.71		21,109.29	15.56%

Town of Smithfield
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GENERAL FUND EXPENDITURES

Preliminary

PARKS & RECREATION

	FY 2025-26	Budget Transfers	Actual		Budget	Variance
MUNIS ACCOUNT NUMBER	Budget	& Rollovers	9/30/2025	Notes	to Actual	%
TOTAL PARKS & RECREATION	3,401,217.00	-	276,058.99		3,125,158.01	8.12%

Town of Smithfield
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MUSEUM

MUNIS ACCOUNT NUMBER		FY 2025-26 Budget	Budget Transfers & Rollovers	Actual 9/30/2025	Notes	Budget to Actual	Variance %
Salaries	04-100-472200-0000-41100	143,491.00		41,707.86	29	101,783.14	29.07%
Salaries-Part Time	04-100-472200-0000-41110	57,775.00		9,410.92	29	48,364.08	16.29%
FICA	04-100-472200-0000-42100	16,102.00		3,836.50	29	12,265.50	23.83%
VSRS	04-100-472200-0000-42200	14,418.00		4,252.22		10,165.78	29.49%
Disability	04-100-472200-0000-42210	500.00		117.71		382.29	23.54%
Health	04-100-472200-0000-42300	19,100.00		7,162.20		11,937.80	37.50%
ARPA Payroll	04-100-472200-0000-46023	-			29	-	0.00%
Operating expenses							
Contracted services	04-100-472200-0000-43300	3,400.00		327.52		3,072.48	9.63%
Advertisinig	04-100-472200-0000-43600	1,500.00		276.41		1,223.59	18.43%
Communications	04-100-472200-0000-45200	725.00		918.02		(193.02)	126.62%
Insurance	04-100-472200-0000-45300	2,430.00			30	2,430.00	0.00%
Travel/Training	04-100-472200-0000-45500	500.00		37.04		462.96	7.41%
Dues & Subscriptions	04-100-472200-0000-45810	800.00		360.00	31	440.00	45.00%
Supplies	04-100-472200-0000-46001	11,000.00		516.84		10,483.16	4.70%
Computer and Technology	04-100-472200-0000-46005	2,140.00				2,140.00	0.00%
ARPA	04-100-472200-0000-46019	-				-	0.00%
Gift Shop-to be funded by gift shop proceeds							
Sales & Use Tax	04-100-472200-0000-43100	1,000.00		208.90		791.10	20.89%
Credit card processing fees	04-100-472200-0000-46002	800.00		381.41		418.59	47.68%
Programming/Exhibits	04-100-472200-0000-46025	-				-	0.00%
Gift Shop expenses	04-100-472200-0000-46014	9,000.00		5,267.15	52	3,732.85	58.52%
Total Museum		284,681.00	-	74,780.70		209,900.30	26.27%
Museum Contributions							
Isle of Wight County-Museum Maintenance	04-100-432301-0000-45635	10,000.00	\$	-		10,000.00	0.00%
Total Museum Contributions		10,000.00		-		10,000.00	0.00%
TOTAL MUSEUM		294,681.00		74,780.70		219,900.30	25.38%

Town of Smithfield
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Community Development & Planning

	MUNIS ACCOUNT NUMBER	FY 2025-26 Budget	Budget Transfers & Rollovers	Actual 9/30/2025	Notes	Budget to Actual	Variance %
Administration							
Salaries	04-100-481100-0000-41100	278,726.00		50,484.60	29	228,241.40	18.11%
Salaries-OT	04-100-481100-0000-41120	1,800.00		1,220.18	29	579.82	67.79%
FICA	04-100-481100-0000-42100	22,459.00		3,911.41	29	18,547.59	17.42%
VSRS	04-100-481100-0000-42200	28,510.00		6,393.08		22,116.92	22.42%
Disability	04-100-481100-0000-42210	750.00		246.67		503.33	32.89%
Health	04-100-481100-0000-42300	28,649.00		7,319.16	29	21,329.84	25.55%
ARPA Payroll	04-100-481100-0000-46023	-				-	0.00%
GIS	04-100-481100-0000-43001	10,000.00				10,000.00	0.00%
Site Plan Review	04-100-481100-0000-43141	15,000.00				15,000.00	0.00%
Professional Services	04-100-481100-0000-43152	20,000.00		1,281.00		18,719.00	6.41%
Shared Services-IOW Inspection Services	04-100-441300-0000-43143	72,500.00				72,500.00	0.00%
Contractual	04-100-481100-0000-43320	6,000.00		539.07		5,460.93	8.98%
Communications	04-100-481100-0000-45200	6,000.00		1,279.91		4,720.09	21.33%
Insurance	04-100-481100-0000-45300	5,700.00			30	5,700.00	0.00%
Travel & Training	04-100-481100-0000-45500	7,500.00		5,778.46		1,721.54	77.05%
Other	04-100-481100-0000-45804	1,000.00				1,000.00	0.00%
Dues & Subscriptions	04-100-481100-0000-45810	2,500.00		490.90	31	2,009.10	19.64%
Materials & Supplies	04-100-481100-0000-46001	6,000.00		95.92		5,904.08	1.60%
Repairs & Maintenance	04-100-481100-0000-46007	5,000.00				5,000.00	0.00%
Gas	04-100-481100-0000-46008	10,000.00		83.15		9,916.85	0.83%
Uniforms	04-100-481100-0000-46011	-				-	0.00%
ARPA	04-100-481100-0000-46019	-				-	0.00%
Capital Expenditures	04-100-481100-0000-48100	-				-	0.00%
Total Community Development & Planning Administration		528,094.00	-	79,123.51		448,970.49	14.98%

Pinewood Heights Project

Project Expenditures						-	0
Pinewood Heights-Phase II	04-100-432315-0000-42701-misc	-				-	0.00%
Pinewood Heights-Phase III	04-100-432315-0000-42701-misc	-				-	0.00%
Pinewood Heights Phase IV	04-100-432315-0000-42704, 42715	-				-	0.00%
Pinewood Heights Phase IV Capital Outlay	04-100-432315-0000-42701-48100	125,000.00				125,000.00	0.00%
Total Pinewood Heights-All Phases		125,000.00	-	-		125,000.00	0.00%

Community Development-Other

Town of Smithfield
FY2026 Adopted Operating Budget
GENERAL FUND EXPENDITURES

Preliminary

Community Development & Planning

		FY 2025-26	Budget Transfers	Actual		Budget	Variance
		Budget	& Rollovers	9/30/2025	Notes	to Actual	%
MUNIS ACCOUNT NUMBER							
Hampton Roads Planning District Commission	04-100-432302-0000-45621	22,000.00		12,983.00	53	9,017.00	59.01%
Tourism Bureau	04-100-432302-0000-45607	350,000.00				350,000.00	0.00%
Chamber of Commerce	04-100-432302-0000-45609	6,000.00				6,000.00	0.00%
Total Community Development Other		378,000.00		12,983.00		365,017.00	3.43%
Total Community Planning & Development		1,031,094.00	-	92,106.51		938,987.49	8.93%

Town of Smithfield
FY2026 Adopted Operating Budget
GENERAL FUND EXPENDITURES
Preliminary

Public Works

	MUNIS ACCOUNT NUMBER	FY 2025-26 Budget	Budget Transfers & Rollovers	Actual 9/30/2025	Notes	Budget to Actual	Variance %
Salaries	04-100-441300-0000-41100	212,622.00		59,819.42	29	152,802.58	28.13%
Salaries - Reg OT	04-100-441300-0000-41115	-		677.34	29	(677.34)	0.00%
Salaries-OT (includes special events)	04-100-441300-0000-41120	11,205.00		2,651.29	29	8,553.71	23.66%
FICA	04-100-441300-0000-42100	17,010.00		4,569.68	29	12,440.32	26.86%
VSRS	04-100-441300-0000-42200	20,405.00		4,605.17		15,799.83	22.57%
Disability	04-100-441300-0000-42210	2,500.00		607.17		1,892.83	24.29%
Health	04-100-441300-0000-42300	36,550.00		9,892.74		26,657.26	27.07%
ARPA Payroll	04-100-441300-0000-46023	-			29	-	0.00%
GIS	04-100-441300-0000-43001	2,000.00				2,000.00	0.00%
Site Plan Review	04-100-441300-0000-43141	5,000.00				5,000.00	0.00%
Professional Services	04-100-441300-0000-43152	40,000.00		3,780.00		36,220.00	9.45%
Shared Services-IOW Inspection Services	04-100-441300-0000-43143	80,000.00				80,000.00	0.00%
Contractual	04-100-441300-0000-43300, 43320	8,000.00		1,457.48		6,542.52	18.22%
Trash Collection	04-100-441300-0000-43330	280,000.00		50,154.18		229,845.82	17.91%
Street Lights	04-100-441300-0000-45101	3,000.00		121.70		2,878.30	4.06%
Communications	04-100-441300-0000-45200	7,500.00		1,770.25		5,729.75	23.60%
Insurance	04-100-441300-0000-45300	-			30	-	0.00%
Travel & Training	04-100-441300-0000-45500	5,000.00				5,000.00	0.00%
Safety Meetings/Safety Expenses	04-100-441300-0000-45520	5,000.00		292.63		4,707.37	5.85%
Accreditation	04-100-441300-0000-45521	10,000.00				10,000.00	0.00%
Safety Grant Expenses	04-100-441300-0000-45530	-				-	0.00%
Other	04-100-441300-0000-45804	2,500.00		1,137.11		1,362.89	45.48%
Dues & Subscriptions	04-100-441300-0000-45810	1,500.00		1,692.98	31	(192.98)	112.87%
Materials & Supplies	04-100-441300-0000-46001	5,000.00		1,037.93		3,962.07	20.76%
Computer & Technology	04-100-441300-0000-46005	11,000.00				11,000.00	0.00%
Repairs & Maintenance	04-100-441300-0000-46007	10,000.00		1,147.61	54	8,852.39	11.48%
Gas	04-100-441300-0000-46008	10,000.00		2,249.15		7,750.85	22.49%
Uniforms	04-100-441300-0000-46011	4,000.00		783.24		3,216.76	19.58%
Litter Control Grant Expense	04-100-441300-0000-46012	2,500.00				2,500.00	0.00%
ARPA Funded Capital Projects	04-100-441300-0000-48102	-			55	-	0.00%
Capital Expenditures	04-100-441300-0000-48100	651,000.00		132,477.79		518,522.21	20.35%
Total Public Works		1,443,292.00	-	280,924.86		1,162,367.14	19.46%

Miscellaneous Public Works

Waterworks Dam -professional fees	04-100-471350-0000-43152	40,000.00				40,000.00	0.00%
Waterworks Dam - repairs & Maint	04-100-471350-0000-46007	-				-	
Waterworks Dam-(decomission?)		-				-	0.00%
Total Miscellaneous Public Works		40,000.00		-		40,000.00	0.00%

Total Public Works Expenses		1,483,292.00	-	280,924.86		1,202,367.14	18.94%
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Town of Smithfield
FY2026 Adopted Operating Budget
GENERAL FUND EXPENDITURES

Preliminary

Public Buildings

	MUNIS ACCOUNT NUMBER	FY 2025-26 Budget	Budget Transfers & Rollovers	Actual 9/30/2025	Notes	Budget to Actual	Variance %
Salaries-Part Time	04-100-443200-0000-41110	45,140.00		8,951.85	29	36,188.15	19.83%
FICA	04-100-443200-0000-42100	3,612.00		684.81	29	2,927.19	18.96%
ARPA Payroll	04-100-443200-0000-46023	-			29	-	0.00%
Professional Services	04-100-443200-0000-43152	75,000.00				75,000.00	0.00%
Contractual	04-100-443200-0000-43300, 43320	35,000.00		10,165.32		24,834.68	29.04%
Utilities	04-100-443200-0000-45100	65,000.00		10,654.98		54,345.02	16.39%
Communications	04-100-443200-0000-45200	2,500.00		906.53		1,593.47	36.26%
Insurance	04-100-443200-0000-45300	13,500.00			30	13,500.00	0.00%
Other	04-100-443200-0000-45804	500.00				500.00	0.00%
Materials & Supplies	04-100-443200-0000-46001,4	4,500.00		449.09		4,050.91	9.98%
Computer & Technology	04-100-443200-0000-46005	40,000.00			56	40,000.00	0.00%
Equipment Expense	04-100-443200-0000-46006	-				-	0.00%
Repairs & Maintenance	04-100-443200-0000-46007	75,000.00		31,187.63		43,812.37	41.58%
ARPA expenses	04-100-443200-0000-46019	-			57	-	0.00%
ARPA Capital	04-100-443200-0000-48102	-			57	-	0.00%
Capital Expenditures	04-100-443200-0000-48100	50,000.00				50,000.00	0.00%
Total Public Buildings		409,752.00	-	63,000.21		346,751.79	15.38%

Town of Smithfield
FY2026 Adopted Operating Budget
GENERAL FUND EXPENDITURES
Preliminary

Contributions

		FY 2025-26	Budget Transfers	Actual		Budget	Variance
	MUNIS ACCOUNT NUMBER	Budget	& Rollovers	9/30/2025	Notes	to Actual	%

Parks, Recreation, and Cultural

Isle of Wight Arts League	04-100-432301-0000-45601	10,000.00		10,000.00		-	100.00%
Farmers Market	04-100-432301-0000-45617	3,000.00		3,000.00		-	100.00%
Friends of the Library	04-100-473100-0000-45605	3,289.00		3,289.00		-	100.00%
Total Cultural Contributions		16,289.00		16,289.00		-	100.00%

Contributions-Community Development

Genieve Shelter	04-100-432302-0000-45606	15,000.00		15,000.00		-	100.00%
TRIAD	04-100-432302-0000-45611	1,650.00				1,650.00	0.00%
Christian Outreach	04-100-432302-0000-45620	13,000.00		13,000.00		-	100.00%
Western Tidewater Free Clinic	04-100-432302-0000-45632	11,195.00		11,195.00		-	100.00%
Schoolhouse Museum	04-100-472500-0000-45622	5,376.00		5,376.00		-	100.00%
Old Courthouse Contribution	04-100-472500-0000-45613	5,000.00		5,000.00		-	100.00%
Total Contributions-Community Development		51,221.00		49,571.00		1,650.00	96.78%

TOTAL CONTRIBUTIONS		67,510.00		65,860.00		1,650.00	97.56%
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Town of Smithfield
FY2026 Adopted Operating Budget
GENERAL FUND EXPENDITURES
Preliminary

Non-Departmental

		FY 2025-26	Budget Transfers	Actual		Budget	Variance
MUNIS ACCOUNT NUMBER		Budget	& Rollovers	9/30/2025	Notes	to Actual	%
OPERATING/CAPITAL RESERVE							
Insurance	04-100-491100-0000-45300	246,832.00		60,466.00		186,366.00	24.50%
Contribution to Route 10 and Turner Drive Project	04-100-481500-0000-45657	902,000.00		902,000.00		-	100.00%
Appropriation to Reserves		-				-	0.00%
Tax Relief for the Elderly/Veterans	04-100-491100-0000-45804	80,000.00				80,000.00	0.00%
TOTAL NON DEPARTMENTAL		1,228,832.00		962,466.00		80,000.00	

Town of Smithfield
FY2026 Adopted Operating Budget
GENERAL FUND EXPENDITURES

Debt Service

MUNIS ACCOUNT NUMBER		FY 2025-26 Budget	Budget Transfers & Rollovers	Actual 9/30/2025	Notes	Budget to Actual	Variance %
Principal Retirement							
Police Evidence Building	04-100-495500-0000-49509	-				-	-
Public Safety Radio System	04-100-495500-0000-49518	-				-	-
Police Vehicles	04-100-495500-0000-49523	186,290.00		50,214.84		136,075.16	26.96%
GO Bond 2020A2	04-100-495500-0000-49521	314,253.00		157,590.00		156,663.00	50.15%
Interest and fiscal charges							
Police Evidence Building	04-100-495500-0000-49510	-				-	0.00%
Public Safety Radio System	04-100-495500-0000-49519	-				-	
Police Vehicles	04-100-495500-0000-49524	-				-	
GO Bond 2020A2	04-100-495500-0000-49522	39,386.00		20,352.84		19,033.16	51.68%
Total Debt Service		539,929.00		228,157.68		311,771.32	42.26%

Town of Smithfield
GENERAL FUND
FY2025-26 CAPITAL BUDGET

10/14/2025

MUNIS ACCOUNT NUMBER		FY 2025-26	Budget Transfers	Actual	Budget	Variance
		Budget	& Rollovers	9/30/2025	Notes to Actual	%
GENERAL GOVERNMENT EXPENSES						
TOWN MANAGER						
<u>Website Redesign</u>	04-100-412010-0000-48100	-	-		-	0.00%
TREASURER						
<u>Treasurer- software conversion</u>	04-100-412410-0000-48100	-	-		-	0.00%
PUBLIC SAFETY						
<u>Police Department-police vehicles</u>	04-100-431100-0000-48100	230,000.00			230,000.00	0.00%
PARKS, RECREATION & CULTURAL						
Maintenance buildings at LCS, WCP (ARPA FUNDED)	04-100-471100-0000-48102	2,000,000.00		110.40	1,999,889.60	0.00%
LSC - washout repairs	04-100-471300-0000-48100	30,628.00			30,628.00	0.00%
Windsor Castle Park Bridge Repairs	04-100-471210-0000-48102				-	0.00%
Windsor Castle Park Bridge Repairs	04-100-471210-0000-48100			-	-	0.00%
Total Parks & Recreation		2,030,628.00	-	110.40	2,030,517.60	0.01%
PUBLIC WORKS						
Nike Park Recreational Trail	04-100-441300-0000-48100	136,000.00			136,000.00	0.00%
Battery Park Drainage Project - Villas	04-100-441300-0000-48100	400,000.00			400,000.00	0.00%
Vehicle Replacement (split Hwy, Wtr, Swr, PW)	04-100-441300-0000-48100	75,000.00		132,477.79	(57,477.79)	
Streetlights	04-100-441300-0000-48100	40,000.00			40,000.00	
Emergency Exit from Brown's	04-100-441300-0000-48100				-	
Total Public Works		651,000.00	-	132,477.79	518,522.21	20.35%
PUBLIC BUILDINGS						
Public Buildings						
Publice Works Training Room	04-100-443200-0000-48100	50,000.00			50,000.00	
Replacement Christmas Garland	04-100-443200-0000-48100				-	
Total Public Buildings		50,000.00		-	50,000.00	
Total General Fund Capital Expenses		2,961,628.00	-	132,588.19	2,829,039.81	4.48%

Town of Smithfield
GENERAL FUND
FY2025-26 CAPITAL BUDGET

10/14/2025

	MUNIS ACCOUNT NUMBER	FY 2025-26	Budget Transfers	Actual		Budget	Variance
		Budget	& Rollovers	9/30/2025	Notes	to Actual	%
GENERAL GOVERNMENT EXPENSES							
PUBLIC SAFETY							
Police Department-Retention Training	04-100-431100-0000-46018					-	
PARKS, RECREATION & CULTURAL							
LSC & WCP Maintenance Buildings						-	0.00%
LSC Football Field consessions and restroom						-	0.00%
Paving Jericho Road						-	
Paving Clontz Park						-	
Manor House Paving						-	
Top Dresser						-	
Trash Cans						-	
Mower						-	
LSC Improvements -Lighting	04-100-471300-0000-46019					-	
WCP Trail Repairs	04-100-471210-0000-46019					-	
WCP Bridge and Pier Repairs	04-100-471210-0000-48102					-	
Clontz Park-demolish gazebo and reconstruction pier	04-100-471311-0000-46019					-	
Smithfield Center Doors						-	
Replace deck at Smithfield Center	04-100-412100-0000-46019					-	
Total Parks & Recreation		-		-		-	0.00%
PUBLIC WORKS - Stormwater							
Water Line Contribution - Isle of Wight							
310 Winchester Pipe Repair						-	
The Machrie Pipe Replacement						-	
512 hickory Crescent Pipe Replacement						-	
Pagan Road Stormwater Project (ARPA)-started in 2022						-	
204 Barcroft Dr Pipe Replacement						-	
310 Buckingham Way DI Repair						-	
Battery Park Drainage Project-Villas (ARPA)-started in 2022						-	
Grace St Sidewalk Repairs						-	
Stormwater Project contingency						-	
Stormwater GIS Database				-		-	
Total Public Works		-	-	-		-	
Tourism							
Wayfinding Signs						-	
Town Benches						-	
Smithfield Times Gazebo						-	
Total Tourism		-		-		-	
Miscellaneous							
COVID Supplies						-	
AS400 Update						-	
Treasurer's Office Equipment						-	
		-		-		-	
Total General Fund Capital Expenses		-	-	-		-	0.00%

Town of Smithfield
FY2026 Adopted Operating Budget
HIGHWAY FUND
Preliminary

10/14/2025

Highway

MUNIS ACCOUNT NUMBER		FY 2025-26 Budget	Budget Transfers & Rollovers	Actual 9/30/2025	Notes	Budget to Actual	Variance %
HIGHWAY REVENUES							
Interest Income	03-204-341200-0000-31501	500.00		44.04		455.96	8.81%
Revenue - Commwlth of VA	03-204-341200-0000-34060	1,810,074.00		441,535.42	1	1,368,538.58	24.39%
Carryforward from prior years	N/A	-			2	-	
Total Highway Fund Revenue		1,810,574.00	-	441,579.46		1,368,994.54	24.39%

MUNIS ACCOUNT NUMBER		FY 2025-26 Budget	Budget Transfers & Rollovers	Actual 9/30/2025	Notes	Budget to Actual	Variance %
HIGHWAY EXPENSES							
Salaries	04-204-441200-0000-41100	373,421.00		68,528.48	3	304,892.52	18.35%
FICA	04-204-441200-0000-42100	28,517.00		5,057.99	3	23,459.01	17.74%
VRS	04-204-441200-0000-42200	34,284.00		5,408.45		28,875.55	15.78%
Health	04-204-441200-0000-42300	60,444.00		11,160.15		49,283.85	18.46%
Maintenance	04-204-441200-0000-43104	973,908.00	(31,000.00)	190,460.29	4	752,447.71	20.20%
Grass	04-204-441200-0000-43105	110,000.00		19,807.39	5	90,192.61	18.01%
VAC Truck Repairs	04-204-441200-0000-43107	5,000.00		940.88		4,059.12	18.82%
Professional services	04-204-441200-0000-43152	15,000.00		4,293.70		10,706.30	28.62%
Stormwater Management Program (regional)	04-204-441200-0000-43999	5,000.00		3,383.00		1,617.00	67.66%
Street Lights	04-204-441200-0000-45101	135,000.00		31,164.13	6	103,835.87	23.08%
Insurance	04-204-441200-0000-45300	-			7	-	
Bank Charges	04-204-441200-0000-45813	-				-	0.00%
Fuel	04-204-441200-0000-46008	20,000.00		3,061.31		16,938.69	15.31%
Vehicle Maintenance	04-204-441200-0000-46009	20,000.00		1,850.45	8	18,149.55	9.25%
Uniforms	04-204-441200-0000-46011	5,000.00		1,039.69		3,960.31	20.79%
ARPA	04-204-441200-0000-48102					-	0.00%
Capital Outlay	04-204-441200-0000-48100	25,000.00	31,000.00	3,153.79	9	52,846.21	0.00%
Carryforward to next year	N/A	-				-	0.00%
Total Highway Fund Expense		1,810,574.00	-	349,309.70		1,461,264.30	19.29%

HIGHWAY NOTES SEPTEMBER 30, 2025	
Revenues:	
1	Revenue - Commwlth of VA
	State Highway Funds, received quarterly.
2	Carryforward from prior years
Expenses:	
3	Salaries/Fica
4	Highway Maintenance
	Tracking 12,000 more than prior year same period
	Projects to date: Sykes Court Paving 9,450
	Cypress Creek Pkwy 12,850. 17,500 Goorich and Sons for Joshua Road
	8,400 Concrete Work
5	Grass Cutting
	Tracking to prior year same period
6	Street Lights
	Tracking to prior year
7	Insurance
8	Capital Outlay
	Bobcat
9	Uniforms

Town of Smithfield
HIGHWAY FUND
FY2025-26 CAPITAL BUDGET

MUNIS ACCOUNT NUMBER		FY 2025-26	Budget Transfers	Actual		Budget	Variance
		Budget	& Rollovers	9/30/2025	Notes	to Actual	%
Highway							
Vehicle Replacement (split HWY, WTR, SWR)	04-204-441200-0000-48100	25,000.00				25,000.00	
Salt/Sand Spreader	04-204-441200-0000-48100					-	
Lawnmowers	04-204-441200-0000-48100					-	
Trailer - split	04-204-441200-0000-48100			3,153.79		(3,153.79)	
						-	
Total Highway Capital Expenses		25,000.00	-	3,153.79		21,846.21	

ARPA

Stormwater04-204-441200-0000-48102

Town of Smithfield
FY2026 Adopted Operating Budget
SEWER FUND
Preliminary

10/14/2025

SEWER FUND

MUNIS ACCOUNT NUMBER		FY 2025-26 Budget	Budget Transfers & Rollovers	Actual 9/30/2025	Notes	Budget to Actual	Variance %
SEWER REVENUES							
Sewer Charges	03-006-342070-0000-31101	1,490,700.00		243,276.81	1	1,247,423.19	16.32%
Availability Fees	03-006-342070-0000-31102	247,200.00		100,040.00	2	147,160.00	40.47%
Pro Rata Share Fees	03-006-342070-0000-31103	-		2,400.00	3	2,400.00	0.00%
Connection fees	03-006-342070-0000-31104	95,000.00		48,470.00	4	46,530.00	51.02%
Miscellaneous Revenue	03-006-342070-0000-31105	-				-	0.00%
Interest Revenue	03-006-342070-0000-31501	90,000.00		48,153.07		41,846.93	53.50%
Sewer Compliance Fee	03-006-342070-0000-31608	400,000.00		73,474.52	5	326,525.48	18.37%
ARPA Funding	03-006-342070-0000-31619	-				-	0.00%
Appropriated fund balance for budget	Balance Sheet	-				-	0.00%
Total Sewer Revenue		2,322,900.00	0.00	515,814.40		1,811,885.60	22.21%

MUNIS ACCOUNT NUMBER		FY 2025-26 Budget	Budget Transfers & Rollovers	Actual 9/30/2025	Notes	Budget to Actual	Variance %
SEWER EXPENSES							
Salaries	04-006-442070-0000-41100	447,847.00		78,979.64	7	368,867.36	17.64%
FICA	04-006-442070-0000-42100	33,509.00		5,837.33	7	27,671.67	17.42%
VRS	04-006-442070-0000-42200	39,474.00		7,397.29	7	32,076.71	18.74%
Health	04-006-442070-0000-42300	61,565.00		15,134.43	7	46,430.57	24.58%
VAC Truck Repairs & Maintenance	04-006-442070-0000-43107	10,000.00		2,822.68		7,177.32	28.23%
Audit	04-006-442070-0000-43120	9,000.00				9,000.00	0.00%
Legal	04-006-442070-0000-43150	5,000.00		450.00		4,550.00	9.00%
Professional Fees	04-006-442070-0000-43152	40,000.00		8,854.75		31,145.25	22.14%
Contractual	04-006-442070-0000-43300,43320	5,000.00		530.85		4,469.15	10.62%
HRPDC sewer programs	04-006-442070-0000-43997	1,500.00		1,233.00	8	267.00	82.20%
Data Processing	04-006-442070-0000-44100	20,000.00		2,107.13		17,892.87	10.54%
Utilities	04-006-442070-0000-45100	50,000.00		7,042.99		42,957.01	14.09%
Communications	04-006-442070-0000-45200	13,000.00		3,189.83		9,810.17	24.54%
SCADA Expenses	04-006-442070-0000-45204	15,000.00				15,000.00	0.00%
Insurance	04-006-442070-0000-45300	20,000.00			9	20,000.00	0.00%
Materials & Supplies	04-006-442070-0000-45400, 46001	65,000.00		8,528.23		56,471.77	13.12%
Travel & Training	04-006-442070-0000-45500	5,000.00				5,000.00	0.00%

Town of Smithfield
FY2026 Adopted Operating Budget
SEWER FUND
Preliminary

10/14/2025

SEWER FUND

MUNIS ACCOUNT NUMBER		FY 2025-26 Budget	Budget Transfers & Rollovers	Actual 9/30/2025	Notes	Budget to Actual	Variance %
Miscellaneous	04-006-442070-0000-45804	1,500.00		37.50		1,462.50	2.50%
Dues & Subscriptions	04-006-442070-0000-45810	200.00				200.00	0.00%
Bank charges	04-006-442070-0000-45813	200.00		958.61		(758.61)	479.31%
Equipment Expense	04-006-442070-0000-46006	60,000.00				60,000.00	0.00%
Maintenance & Repairs	04-006-442070-0000-46007	325,000.00		44,662.53		280,337.47	13.74%
Fuel	04-006-442070-0000-46008	15,000.00		2,315.95		12,684.05	15.44%
Vehicle Maintenance	04-006-442070-0000-46009	10,000.00		1,590.58	10	8,409.42	15.91%
Uniforms	04-006-442070-0000-46011	7,500.00		585.29	11	6,914.71	7.80%
Pump Replacement & Conditioning	04-006-442070-0000-46015	150,000.00			12	150,000.00	0.00%
ARPA	04-006-442070-0000-46019, 48102	-			13	-	0.00%
Debt Service	04-006-442070-0000-49000	200,000.00		97,987.35	14	102,012.65	48.99%
Bad Debt Expense	04-006-442070-0000-49004	-			15	-	0.00%
Depreciation Expense	04-006-442070-0000-49102	82,605.00		117,488.08		(34,883.08)	0.00%
Capital Expenditures		630,000.00		5,745.43		624,254.57	0.91%
Total Sewer Expenditures		2,322,900.00	-	413,479.47		1,909,420.53	17.80%

SEWER NOTES AS OF SEPTEMBER 30, 2025		
Revenues		
1	<u>Sewer Charges/Sewer Compliance</u>	79,640 higher than prior year same period, it may be due to some are FY25 revenue.
2	<u>Availability fees</u>	11,560 higher than prior year
3	<u>Pro-Rata Share Fees</u>	13,200 less than prior year for the same period.
4	<u>Connection Fees</u>	14,510 higher than prior year same period
5	<u>Sewer Compliance Fee</u>	1,776 higher than prior year same period
6	<u>Appropriated Fund Balance</u>	
Expenses		-
7	<u>Salaries and payroll taxes</u>	
8	<u>HRPDC Sewer Programs</u>	Tracking to prior year
9	<u>Insurance</u>	
10	<u>Vehicle Maintenance</u>	3,188 less than prior year
11	<u>Uniforms</u>	
12	<u>Pump replacement/conditioning</u>	
13	<u>ARPA</u>	
14	<u>Debt Service</u>	Final Payment for VAC Truck to Sandander Bank.

Town of Smithfield
FY2026 Adopted Operating Budget
WATER FUND
Preliminary

10/14/2025

WATER FUND

MUNIS ACCOUNT NUMBER		FY 2025-26 Budget	Budget Transfers & Rollovers	Actual 9/30/2025	Notes	Budget to Actual	Variance %
WATER REVENUES							
Water Sales	03-006-342060-0000-31101	2,111,880.00		434,265.42	1	1,677,614.58	20.56%
Debt Service Revenue	03-006-342060-0000-31109	268,000.00		46,350.27	1	221,649.73	17.29%
Availability Fees	03-006-342060-0000-31102	175,000.00		88,740.00	2	86,260.00	50.71%
Pro Rata Share Fees	03-006-342060-0000-31103	-		2,400.00	3	2,400.00	0.00%
Connection fees	03-006-342060-0000-31104	50,000.00		27,940.00	4	22,060.00	55.88%
Miscellaneous	03-006-342060-0000-31105	-		6,650.00	5	6,650.00	0.00%
Application Fees	03-006-342060-0000-31106	11,000.00		5,235.00		5,765.00	47.59%
Interest Revenue	03-006-342060-0000-31501	145,800.00		20,751.89		125,048.11	14.23%
ARPA Revenue	03-006-342060-0000-31619, 350	-			6	-	
Contributions from IOW	03-006-342060-0000-31628	-				-	0.00%
Appropriated fund balance for budget	n/a	750,000.00			7	750,000.00	0.00%
Total Water Revenues		3,511,680.00	-	632,332.58		2,897,447.42	18.01%

MUNIS ACCOUNT NUMBER		FY 2025-26 Budget	Budget Transfers & Rollovers	Actual 9/30/2025	Notes	Budget to Actual	Variance %
WATER EXPENSES							
Salaries	04-006-442060-0000-41100	636,376.00		132,024.86	8	504,351.14	20.75%
FICA	04-006-442060-0000-42100	50,911.00		9,728.73	8	41,182.27	19.11%
VRS	04-006-442060-0000-42200	57,792.00		10,641.14	8	47,150.86	18.41%
Health	04-006-442060-0000-42300	103,901.00		21,673.32	8	82,227.68	20.86%
ARPA Payroll	04-006-442060-0000-46023	-			8	-	0.00%
Audit	04-006-442060-0000-43120	9,000.00				9,000.00	0.00%
Legal	04-006-442060-0000-43150	1,000.00		450.00		550.00	45.00%
Professional Services	04-006-442060-0000-43152	32,000.00		8,854.75	9	23,145.25	27.67%
Contractual	04-006-442060-0000-43320	15,000.00				15,000.00	0.00%
Regional Water Supply Study	04-006-442060-0000-43998	5,000.00		3,660.00	10	1,340.00	73.20%
Data Processing	04-006-442060-0000-44100	20,000.00		2,107.13		17,892.87	10.54%

Town of Smithfield
FY2026 Adopted Operating Budget
WATER FUND
Preliminary

10/14/2025

WATER FUND

	MUNIS ACCOUNT NUMBER	FY 2025-26 Budget	Budget Transfers & Rollovers	Actual 9/30/2025	Notes	Budget to Actual	Variance %
Utilities	04-006-442060-0000-45100	3,000.00		46.99		2,953.01	1.57%
Communications	04-006-442060-0000-45200	12,000.00		3,189.76		8,810.24	26.58%
Insurance	04-006-442060-0000-45300	40,000.00				40,000.00	0.00%
Materials & Supplies	04-006-442060-0000-45400	140,000.00		29,039.34	11	110,960.66	20.74%
Travel and Training	04-006-442060-0000-45500	5,000.00				5,000.00	0.00%
Other Expense	04-006-442060-0000-45804	515,000.00		510,021.50	12	4,978.50	99.03%
Dues & Subscriptions	04-006-442060-0000-45810	2,000.00		550.00	13	1,450.00	27.50%
Bank service charges-credit card fees	04-006-442060-0000-45813	1,200.00		869.45	19	330.55	72.45%
Equipment Expense	04-006-442060-0000-46006	4,000.00				4,000.00	0.00%
Maintenance & Repairs	04-006-442060-0000-46007	75,000.00		60,161.33		14,838.67	80.22%
Fuel	04-006-442060-0000-46008	20,000.00		2,392.94		17,607.06	11.96%
Vehicle Maintenance	04-006-442060-0000-46009	10,000.00		1,590.61	18	8,409.39	15.91%
Uniforms	04-006-442060-0000-46011	10,000.00		2,073.81	14	7,926.19	20.74%
Capital Expenditures	04-006-442060-0000-47000			3,153.79	15	(3,153.79)	0.00%
RO Annual costs							
Contract Services	04-006-442061-0000-43300	15,000.00		4,500.00		10,500.00	30.00%
Power	04-006-442061-0000-45100	150,000.00		26,564.03		123,435.97	17.71%
HRSD	04-006-442061-0000-45102	500,000.00		132,116.78		367,883.22	26.42%
Communication	04-006-442061-0000-45200	13,000.00		3,451.70		9,548.30	26.55%
Supplies	04-006-442061-0000-45400	35,000.00		19,603.58	16	15,396.42	56.01%
Chemicals	04-006-442061-0000-45413	120,000.00		28,819.24	16	91,180.76	24.02%
Travel and training	04-006-442061-0000-45500	5,000.00		370.00		4,630.00	7.40%
Miscellaneous	04-006-442061-0000-45804	500.00		199.99		300.01	40.00%
Dues & Subscriptions	04-006-442061-0000-45810	2,000.00				2,000.00	0.00%
Maintenance and Repairs	04-006-442061-0000-46007	120,000.00		7,651.49		112,348.51	6.38%
Vehicle Maintenance	04-006-442061-0000-46009	3,000.00		282.16	18	2,717.84	9.41%
ARPA Capital	04-006-442061-0000-46019					-	0.00%
Debt Service	04-006-442060-0000-49000	330,000.00		12,391.44	17	317,608.56	3.75%
Bad Debt Expense	04-006-442060-0000-49004	-				-	0.00%
Depreciation Expense	04-006-442060-0000-49102			100,894.80		(100,894.80)	0.00%
Bond Issuance Costs	04-006-442060-0000-49511	-				-	0.00%
Transfers to Operating Reserves	balance sheet	-				-	0.00%

Town of Smithfield
FY2026 Adopted Operating Budget
WATER FUND
Preliminary

10/14/2025

WATER FUND

		FY 2025-26	Budget Transfers	Actual		Budget	Variance
		Budget	& Rollovers	9/30/2025	Notes	to Actual	%
	MUNIS ACCOUNT NUMBER						
Capital Expenditures	04-006-442061-0000-47000	450,000.00				450,000.00	0.00%
Total Water Expenditures		3,511,680.00	-	1,139,074.66		2,372,605.34	32.44%

WATER NOTES AS OF September 30, 2025		
Revenues		
1	<u>Water Charges/Water Debt Service</u>	87,200 higher than prior year
2	<u>Availability fees</u>	27,820 higher than prior year same month.
3	<u>Pro-Rata Share Fees</u>	13,200 less than prior year same period
4	<u>Connection Fees</u>	16,020 higher than prior year same period
5	<u>Miscellaneous Revenues</u>	2,100 higher than prior year same period
6	<u>ARPA Funding</u>	
7	<u>Appropriated Fund Balance</u>	-
Expenses		
8	<u>Salaries and payroll taxes</u>	
9	<u>Professional fees</u>	7,791 for SE Corridor Master Plan
10	<u>Regional Water Supply Study</u>	Hampton Roads Planning Regional Water Supply Study
11	<u>Materials and Supplies</u>	4,100 Higher than prior year same period
12	<u>Other</u>	Includes 500,000 IOW water/sewer agreement paid 7/14/25
13	<u>Dues & Subscriptions</u>	Tracking to last year
14	<u>Uniforms</u>	
15	<u>ARPA</u>	
16	<u>RO Supplies/Chemicals</u>	20,056 higher than prior year. Univar Solutions and Kurita America - Drum

WATER NOTES AS OF September 30, 2025		
17	<u>Debt Service</u>	VAC Truck paid each year 99,000 (a portion is booked to Sewer)
18	<u>Vehicle Maintenance</u>	
19	<u>Bank Service Fees</u>	Admin fees for investment at OPB

Town of Smithfield
SEWER AND WATER
FY20245-26 CAPITAL BUDGET

MUNIS ACCOUNT NUMBER		FY 2025-26	Budget Transfers	Actual		Budget	Variance
		Budget	& Rollovers	9/30/2025	Notes	to Actual	%
UTILITY CAPITAL EXPENSES							
SEWER							
Bypass Pump	04-006-442070-0000-47012	170,000.00				170,000.00	0.00%
Sewer Rehab - Pipes & Manholes	04-006-442070-0000-47000	100,000.00				100,000.00	0.00%
Pump Station Rehabilitation	04-006-442070-0000-47000	200,000.00		2,591.64		197,408.36	1.30%
Vehicle Replacement (split Hwy, Wtr, Swr, PW)	04-006-442070-0000-47005	25,000.00		3,153.79		21,846.21	12.62%
Antenna Towers	04-006-442070-0000-47012	60,000.00				60,000.00	0.00%
Sewer Main Replacement - Main Street - 300 Block	04-006-442070-0000-47012	75,000.00				75,000.00	0.00%
SCADA Radio Replacement	04-006-442070-0000-47012					-	
TOTAL SEWER		630,000.00	-	5,745.43		624,254.57	0.91%
WATER							
Water Main Replacement - Main Street - 300 Block	04-006-442061-0000-47000	75,000.00				75,000.00	0.00%
2nd RO Skid Funding	04-006-442060-0000-47000	200,000.00				200,000.00	0.00%
Vehicle Replacement (split Hwy, Wtr, Swr, PW)	04-006-442060-0000-47005	25,000.00		3,153.79		21,846.21	0.00%
Fire Hydrant Replacement	04-006-442060-0000-47000	50,000.00				50,000.00	0.00%
Water Meter Replacements	04-006-442060-0000-47012	100,000.00				100,000.00	0.00%
TOTAL WATER		450,000.00	-	3,153.79		446,846.21	0.00%

Town of Smithfield
SEWER AND WATER
FY2025-26 CAPITAL BUDGET

MUNIS ACCOUNT NUMBER	FY 2025-26	Budget Transfers	Actual	Notes	Budget	Variance
	Budget	& Rollovers	9/30/2025	to Actual	%	
UTILITY ARPA EXPENSES						

SEWER

Bypass Pump - Moonefield	04-006-442070-0000-46019				-	
Bypass Pump - Jordan	04-006-442070-0000-46019, 48102				-	
Install Controls on Outside of Panel (ARC Flash Safety Issue)					-	
Pagan Road - relocate cable	04-006-442070-0000-48102				-	
VAC Truck Building	04-006-442070-0000-48102				-	
New Rail Systems for Pump Stations	04-006-442070-0000-46019				-	
Manhole Replacement					-	
Main St Sewer Replacement - 300 block					-	
Valve Vault Reconditioning	04-006-442070-0000-48102				-	
Flow Meter Calibration	04-006-442070-0000-46019				-	
Complete Grace St Sewer					-	
Check Valve replacement	04-006-442070-0000-46019				-	
TOTAL SEWER		-	-	-	-	

WATER

Storage Tank - Maintenance and Repairs - Wilson Rd	04-006-442060-0000-46019, 48102				-	
Water Main Replacement - Pagan	04-006-442060-0000-46019, 48102				-	
Water Main Replacement - S. Church - Completed					-	
Water Main Replacement-Sykes Court	04-006-442060-0000-46019				-	
Water Main Replacement - Red Point	04-006-442060-0000-48102				-	
Water Main Replacement - Main Street - 300 block					-	
Water Meter Replacements - Completed					-	
Water Sample Station Replacements					-	
2nd RO Skid Funding (\$500,000 ARPA)	04-006-442061-0000-46019				-	
Water line - N. Church St					-	
TOTAL WATER		-	-	-	-	

RDA Systems, Inc.
PO Box 190
Canton, GA 30169
8003384984
danica.schaefer@rdasys.com



INVOICE

BILL TO

Smithfield, Town of
P.O. Box 246
Smithfield, VA 23430

INVOICE # 101525-004

DATE 10/15/2025

DUE DATE 11/14/2025

DESCRIPTION	AMOUNT
Finance/Procurement, Workforce, & Revenue ERP - Contract Signing +60 Days 25%: One Time License Fee	16,500.00
Finance/Procurement, Workforce, & Revenue ERP - Contract Signing +60 Days 25%: Implementation and Conversion	25,250.00

RDA is now accepting ACH payments through our OpenRDA Vendor
Payment module. Email Danica Schaefer for setup instructions.

BALANCE DUE

\$41,750.00

We also accept checks at our P.O. Box 190, Canton, GA 30169
Invoice Questions? Contact Danica Schaefer at
Danica.Schaefer@rdasys.com by email or 800.338.4984 ext. 4261 by
phone.

Pay invoice

Please make checks payable to RDA Systems, Inc.. | Helping people be great at what they do.

"But he who is greatest among you shall be your servant."

Matthew 23:11



Virginia Control and Electrical Services LLC
804 Curtis Sanders Ct
Chesapeake, VA 23321

10/16/2025

Invoice Number

VCES1399

Due Date

11/15/2025

Town of Smithfield
310 Institute St.
Smithfield, VA 23430

Please Remit To: Virginia Control and Electrical Services, LLC
804 Curtis Saunders Court
Chesapeake, VA 23321

Payment Terms: Net 30

Purchase Order Number: SCIP-25-03
Job Number: TOS2059
Scope of Work: *** FINAL BILLING***

Install Owner Furnished Bypass Pump at Cypress Pump Station in
Smithfield, VA

Contract 51,506.27

TOTAL AMOUNT

51,506.27

Thank you for doing business with us. Payments accepted via Check or ACH.
We reserve the right to bill a monthly finance charge of 1.5% on those accounts not paid per payment terms.



Virginia Control and Electrical Services LLC
804 Curtis Sanders Ct
Chesapeake, VA 23321

10/16/2025

Invoice Number

VCE1400

Due Date

11/15/2025

Town of Smithfield
310 Institute St.
Smithfield, VA 23430

Please Remit To: Virginia Control and Electrical Services, LLC
804 Curtis Saunders Court
Chesapeake, VA 23321

Payment Terms: Net 30

Purchase Order Number: SCIP-25-04
Job Number: TOS2060
Scope of Work: ***PARTIAL BILLING***

Provide and Install New Pump Control Panel and VFDs for the Plaza
Pump Station in Smithfield, VA

Contract

67,322.88

TOTAL AMOUNT

67,322.88

Thank you for doing business with us. Payments accepted via Check or ACH.
We reserve the right to bill a monthly finance charge of 1.5% on those accounts not paid per payment terms.



Virginia Control and Electrical Services LLC
804 Curtis Sanders Ct
Chesapeake, VA 23321

10/13/2025

Invoice Number

VCE1390

Due Date

11/12/2025

Town of Smithfield
310 Institute St.
Smithfield, VA 23430

Please Remit To: Virginia Control and Electrical Services, LLC
804 Curtis Saunders Court
Chesapeake, VA 23321

Payment Terms: Net 30

Purchase Order Number:

Job Number:

TOS2007

Scope of Work:

Provide SCADA Equipment for Mallory Farm Pump Station in
Smithfield, VA

Contract

26,800.00

TOTAL AMOUNT

26,800.00

Thank you for doing business with us. Payments accepted via Check or ACH.
We reserve the right to bill a monthly finance charge of 1.5% on those accounts not paid per payment terms.



Isle of Wight County
P.O. Box 80
Isle of Wight, Virginia 23397
757-357-7006

INVOICE
ORIGINAL COPY

Due upon receipt

CUSTOMER			INVOICE DATE		INVOICE NUMBER		AMOUNT PAID		DUE DATE		INVOICE TOTAL DUE						
TOWN OF SMITHFIELD			10/24/2025		3140		\$0.00		10/24/2025		\$40,500.00						
DESCRIPTION			QUANTITY		PRICE		UOM		ORIGINAL BILL		ADJUSTED		PAID		AMOUNT DUE		
IT SERVICES FY26 IT SERVICES (JULY-DEC 2025)			1.00		\$40500.000000		EACH		\$40,500.00		\$0.00		\$0.00		\$40,500.00		
INSTALLMENTS																	
INSTALLMENT NUMBER		CHARGE CODE	START DATE	DUE DATE	INTEREST DATE	BILLED AMOUNT		ADJUSTED AMOUNT		TOTAL PAID		INTEREST DUE		PRINCIPAL UNPAID		BALANCE UNPAID	
1			10/24/2025	10/24/2025	10/24/2025	\$40,500.00		\$0.00		\$0.00		\$0.00		\$40,500.00		\$40,500.00	
									Invoice Total:			\$40,500.00					
FY26 IT SERVICES (JULY-DEC 2025)																	
INVOICE DUE UPON RECEIPT																	

✂ DETACH AND RETURN THE PORTION BELOW WITH YOUR PAYMENT ✂



Isle of Wight County
P.O. Box 80
Isle of Wight, Virginia 23397
757-357-7006

INVOICE
Remit Portion

Invoice Date	10/24/2025
Invoice Number	3140
Customer Number	399376
Amount Paid	
Due Date	10/24/2025
Invoice Total Due	\$40,500.00

This account is due and payable to: Isle of Wight County Treasurer
upon receipt.
Any remaining unpaid balance will be turned over to collections
after 90 days.

TOWN OF SMITHFIELD
PO BOX 246
SMITHFIELD, VA 23431

**ISLE OF WIGHT COUNTY
DEPARTMENT OF BUDGET AND FINANCE**

REQUEST FOR BILLING

Please Bill:

Organization Name: Town of Smithfield

Contact Person: Laura Ross, Treasurer

Address: PO Box 246

City / State: Smithfield , Va Zip: 23431

Phone Number: 757-365-4287

Fax: 757-365-4286

Email : fhyde@smithfieldva.gov

jhunemuller@smithfieldva.gov

lross@smithfieldva.gov

In the amount of: \$ 40,500.00

Total Amount DUE: \$ 40,500.00

For the following: (please provide specifics)

FY26 IT Services (July-Dec 2025)

Charge Code:	<u>ITSERV</u>	Invoice#	<u>3140</u>
Customer#	<u>399376</u>	Batch#	<u>704</u>

Credit to Org - Object: 6500006-417818

Requested By: Donna A Proffitt **Date:** 10/20/2025

Approved By:  **Date:** 10/23/25

Entered by:  **Date:** 10/24/25

**Shared Technology Use Agreement
Between the Town of Smithfield and
Isle of Wight County**

THIS AGREEMENT FOR SHARED USE OF TECHNOLOGY SERVICES AND EQUIPMENT is made this 1st day of October 2019, between the Town of Smithfield, a Virginia municipal corporation (the "Town") and Isle of Wight County, a political subdivision of the Commonwealth of Virginia (the "County"). The County and Town may hereinafter be referred to jointly as the "Parties" or individually as a "Party."

RECITALS:

The County and the Town recognize the benefit to the Parties that will result from a working relationship in the development of a joint plan for the sharing of technology services. The intent of the Parties is to provide maximum efficiency without duplication of personnel or resources while maintaining sufficient support for the County and Town operations in technology. Recent and projected growth in the County has increased the demand for new and expanded technology resources for both the County and Town. Sharing of Information Technology ("IT") services will avoid duplication of efforts reduce costs and maximize the efficiency for both the County and Town Information Technology departments.

The County and Town understand and agree that this Agreement is intended solely for the purpose of streamlining services and the efficient use of technology services.

1. TERM

The County and Town agree that this Agreement shall continue until terminated by either Party upon written notice of not less than sixty (60) days to the other Party.

2. FEES AND CHARGES

The Town agrees to pay County annually the sum of \$81,000.00 for the services provided and enumerated in this Agreement (the "Annual Fee"). County shall serve the Town with written notice of any cost adjustment to the Annual Fee for services under this Agreement no less than sixty (60) calendar days prior to the anniversary date of this Agreement. Unless the Agreement is terminated or otherwise modified as provide herein, the new Annual Fee will become effective on the anniversary date of this Agreement and shall remain in effect until further modification or adjustment.

3. TECHNOLOGY SERVICES COVERED UNDER THIS AGREEMENT

End-User and Advanced Support and Help Desk

The County Information Technology Department("IT") will be responsible to all Town end-users and help desk support. This is to include, but not limited to, telephone support and on-site computer support.

Active Directory Account Creation & Deactivation

The County IT shall be responsible for all Town Active Directory account creation and deactivation.

Electronic Mail

The County IT shall be responsible for all Town Electronic Mail System Account Creation & Modification. The County IT shall be responsible for all County Electronic Mail system backups. The County IT shall be responsible for maintaining and updates to all Town Electronic Mail distribution lists.

Network Administration and Advanced Active Directory Support

The County IT shall be responsible for Network Administration and Advanced Active Directory support issues. Network security for the Town network shall be managed by the County IT.

Server Hardware Support

The County IT shall be responsible for Server Hardware Support. All costs for repairs or replacement of Town servers will be the responsibility of the Town based on County IT recommendations.

Server Replacement

The County IT will be responsible for server replacement recommendations. The County IT will make arrangements to replace or retire server hardware with equipment as needed in coordination with the Town.

Desktop Computer Replacement

The County IT shall maintain a five (5) year replacement cycle for Town owned desktop computers. The County IT shall maintain an inventory and give annual budget projections for replacement cycle Town owned desktop computer replacements.

Network Infrastructure

The County IT shall be responsible for maintaining the Town Network Infrastructure. All changes in configuration and equipment replacement have the

potential for impacting the operations of the Town IT Network infrastructure so such additions, replacements or changes in configuration shall be subject to approval by the Town. All service impacting changes must be communicated prior to implementation. In the case of emergency repairs the notification should occur as soon as is reasonably possible.

Advanced Network Troubleshooting

The County IT shall be responsible for Advanced Network troubleshooting and configuration issues.

Town Telephone Systems

The County IT shall be responsible for all Telephone Systems.

Electronic Work Order System

The County IT shall be responsible for providing the Town access to an Electronic Work Order system. Administration of this system shall be the responsibility of County IT. The County IT shall be responsible for monitoring, use and work order creation.

Wireless Network Infrastructure

The County IT shall be responsible for all Town wireless network infrastructure.

Virtual Private Network (VPN) Connections for External Town Offices

The County IT shall be responsible for all existing Virtual Private Network connections to external Town offices. The County IT shall be responsible for all end-user support issues at these locations.

Internet Access

The County IT shall be responsible maintaining the ISP (Internet Service Provider) for the Town operations. The County IT shall be responsible for providing, maintaining and configuration of an Internet Firewall.

Internet Web Pages

The County IT shall support and assist in maintaining configuration and content of the Town's web site and Internet presence.

SCALA

The County IT shall be responsible for maintaining and configuring the PEG channel provided by Charter Spectrum Cable. This system will be available for use by the Town for communication to the community via the PEG channel.

4. TECHNOLOGY SUPPORT PRIORITIES

The first priority of the County IT will be the maintenance and successful operation of the technology systems in use by the County. There will be times when resources and personnel are assigned to critical duties and will be limited in availability for Town IT issues.

5. COOPERATIVE DEVELOPMENT OF TECHNOLOGY FACILITIES

The Parties hereto, recognize the possible mutual benefit for the employees and citizens of the County and agree to consider the joint development of Technology facilities whenever possible. Should such joint or cooperative development be feasible, the Parties may enter into separate written agreements to provide details as to rights and obligations of the Parties with respect the development of said joint facilities. This cooperative development may include consideration of possible Technology facilities in the design of future County and Town facilities.

6. MAINTENANCE OF FACILITIES

Maintaining Town property and facilities shall be the responsibility of the Town. Maintaining County properties and facilities shall be the responsibility of the County.

7. AMENDMENTS AND MODIFICATIONS OF THIS AGREEMENT

This Agreement forms the entire agreement among the Parties and supersedes any and all understandings, agreements, letters of intent and negotiations between the Parties relative to the subject matter. This Agreement may not be modified or amended except in writing signed by all Parties.

8. LIABILITY AND COMPLIANCE WITH RULES AND REGULATIONS

Each Party will be responsible for maintaining technology operations in compliance with all rules and regulations required. Nothing herein however shall be deemed to waive any limitations upon liability through sovereign immunity that exists for both Parties as to third parties.

9. ASSIGNMENT

Neither Party shall assign its use of the other's technology services as hereinabove provided; however, either Party may enter into agreements with other parties or agencies to permit the use of technology services under the said Party's supervision and control.

10. NON-DISCRIMINATION

The Parties agree that while in or upon the facilities of the other, that at no

time it shall discriminate against any person on the grounds of race, religious affiliation, color, national origin, disability, age, or gender.

11. COUNTERPARTS

This Agreement may be executed in counterparts, and any number of counterparts signed in the aggregate by the Parties will constitute a single, original instrument.

12. WAIVER

The failure of either to insist upon strict performance of any obligation in this Agreement shall not constitute a waiver of said Party's right to demand strict compliance therewith in the future.

13. GOVERNING LAW AND SEVERABILITY

This Agreement shall be deemed to be a Virginia contract and shall be governed as to all matters whether of validity, interpretations, obligations, performance or otherwise exclusively by the laws of the Commonwealth of Virginia, and all questions arising with respect thereto shall be determined in accordance with such laws. Regardless of where actually delivered and accepted, this Agreement shall be determined to have been delivered and accepted by the Parties in the Commonwealth of Virginia. The Parties further agree that any legal action or proceeding arising out of this Lease shall be commenced and tried in the Circuit Court of Isle of Wight County, Virginia to the express exclusion of any otherwise permissible forum.

If any portion of this Agreement shall be adjudged invalid, illegal or unenforceable, no other provision shall be affected in any way.

14. CONFIDENTIALITY

Each Party (the "Receiving Party") understands that the other party (the "Disclosing Party") may disclose Confidential Information to the Receiving Party as defined in this Section in connection with the negotiation of and performance under this MOU. "Confidential Information" means (a) all information disclosed in tangible form by the Disclosing Party and marked "confidential" or "proprietary", and (b) all information disclosed orally or otherwise in intangible form by the Disclosing Party and designated as confidential or proprietary at the time of disclosure.

The Receiving Party agrees to protect Confidential Information (whether disclosed before or after the Effective Date) from unauthorized use, dissemination or publication by using the same degree of care, but not less than a reasonable degree of care, as the Receiving Party uses to protect its own confidential or proprietary information of a similar nature. The Receiving Party will limit the use of and

access to the Disclosing Party's Confidential Information to the Receiving Party's employees or independent contractors who have a demonstrable need to know, who have been notified that such information is Confidential Information and who are under binding obligations of confidentiality no less restrictive than those of this Agreement.

The Receiving Party's obligation to protect Confidential Information under this Agreement will expire two (2) years from the date of expiration or termination of this MOU.

The restrictions of nondisclosure set forth in this Section will not apply to any Confidential Information: (a) after it has become generally available to the public through no fault of the Receiving Party or its consultants, agents or subcontractors; (b) that is rightfully in the Receiving Party's possession before disclosure to the Receiving Party by the Disclosing Party; (c) is independently developed by the Receiving Party without the developing person(s) having access to the Disclosing Party's Confidential Information; or (d) is received by the Receiving Party in good faith from a third party not subject to an obligation of confidentiality. In addition, the Receiving Party may disclose Confidential Information if required to do so by statute, administrative process or court order, provided that (i) the Receiving Party gives the Disclosing Party sufficient advance notice of such disclosure requirement; (ii) the Receiving Party cooperates with the Disclosing Party, at the expense of the Disclosing Party, in trying to seek a protective order in connection therewith; and (iii) the scope of such disclosure is limited to the extent possible.

15. RESOLUTION (to be adopted by each Party)

WHEREAS, there is increased demand on technology services; and

WHEREAS, the employees, Town, County and citizens may benefit by the efficient sharing of technology resources and staff; and

WHEREAS, cooperative use of technology services may be a more efficient use of public funds; and

NOW THEREFORE, BE IT RESOLVED by the Board of Supervisors and Town Council, that the County and Town support the establishment of a memorandum of understanding for Shared Technology Use between the County and Town to encourage maximum efficiency in the Technology operations for Town and County IT on the part of the public employees and citizens of Isle of Wight County.

16. EXECUTION

The foregoing agreement was duly adopted, accepted and approved by the Board of Supervisors and Town Council at regular meetings held on the 19 day of September 2019 by the Board of Supervisors of Isle of Wight County and on the 1st day of October 2019 by the Town Council of the Town of Smithfield.

Town of Smithfield

By [Signature]
Mayor

10-1-19
Date

Attest:

[Signature]
Clerk

Approved as to form:

[Signature]
Town Attorney

Isle of Wight County

By [Signature]
Chairman

9-19-19
Date

Attest:

[Signature]
Clerk

Approved as to form:

[Signature]
County Attorney

**TOWN COUNCIL STAFF REPORT:
SPECIAL USE PERMIT
Public Hearing
Wednesday, November 5th, 2025, 6:30 PM**

Applicant	George Vancil 772 Ledford Lane Smithfield, VA 23430
Owner	Cristoforo Russo & Natale Carollo
Property	1812 S Church Street TPIN 22-01-005F 0.66 ac W side S Church St. Corner of Benns Church Blvd. & S Church St.
Zoning	Highway Retail Commercial (HRC), Entrance Corridor Overlay (ECO)
Adjacent Zoning	HRC, ECO
Project Description	<p>The applicant is seeking an SUP (Article 3.I.C.6) for a commercial recreation facility offering Jiu Jitsu. The facility is designed as a membership-based program focused on veterans, law enforcement officers, trauma survivors (especially women), and at-risk youth. The curriculum is therapeutic, educational, and rooted in resiliency-building. They will provide structured instruction, team-based learning, and weekly peer discussions to give veterans and others a trusted environment to process trauma while developing practical skills.</p> <p>They will have approximately 2 employees and will be open in the evenings Monday through Thursday, early mornings Monday and Wednesday, and Saturday mornings.</p>
Zoning Recommendation	<p>Positives: This would bring additional business in Town.</p> <p>Negatives: It is not a by-right use and does require an SUP.</p>

Planning Commission favorably recommended this application to Town Council.

Please direct inquiries to Tammie Clary at 1-(757)-365-4200 or tclary@smithfieldva.gov.

From: George Vancil
To: Tammie Clary
Cc: Mark Kluck
Subject: Re: New Business - 1812 South Church Street
Date: Tuesday, August 26, 2025 11:22:31 PM

Caution: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Thank you for the email. Absolutely; and, I apologize for failing to be more detailed.

Number of employees: 2. Me and a front desk person who'd work Monday-Thursday 5-7pm and some Friday evenings for special events and invite only classes. Typically this would be a high school student responsible for opening the academy and providing minimal customer service duties. Guest instructors would be paid by the class.

Hours of operations: Monday-Thursday 5pm - 8:30pm and some Friday evenings for special events such as seminars or invite only classes geared towards the special needs of police officers and active duty military. Also, Monday and Wednesday 6am-7am for morning classes. Saturday 8:30am - 10am.

Additionally, I plan to cap classes at 15 students p/class; down from my initial plan of 20 p/class preferring a more personal training environment. There will always be at least two evening classes that will run consecutively, Monday - Thursday. Evening throughput should not exceed 30 students p/night Monday-Thursday.

SUMMARY:

Number of employees: Two (2) employees and guest instructors as needed

Hours of Operation: Monday-Thursday: 5pm-8:30pm; Friday, by appointment. Monday / Wednesday, 6am-7am. Saturday, 8:30am-10:00am

I hope this is sufficient and thank you again for allowing me the opportunity to take another shot at it.

Btw, and pls don't take this the wrong way, however, my largest disagreement is in the classification of this being a "recreational" endeavor. There's nothing recreational about teaching hard skills that have been pressure tested under the most stressful conditions and designed to keep someone alive at the worst moment of their life. But, I've come to accept it and place my trust in the fairness of the process.

Very best and thank you again for allowing my petition to be considered at the upcoming PC.
George

On Aug 26, 2025, at 2:29 PM, Tammie Clary <tclary@smithfieldva.gov> wrote:

Good Afternoon,

Attached please find a draft staff report. If you would like to provide any information on hours of operation, employees, etc. I would be happy to include it.

Please let me know if you have any questions or concerns.

Thank you.

Best,

TAMMIE CLARY

Community Development & Planning Director

Town of Smithfield, Virginia

310 Institute St, Smithfield, VA 23430

1-(757)-365-4200

tclary@smithfieldva.gov

<image001.png>

From: George Vancil <gvvancil@icloud.com>
Sent: Thursday, August 21, 2025 3:54 PM
To: Mark Kluck <mkluck@smithfieldva.gov>
Cc: Tammie Clary <tclary@smithfieldva.gov>
Subject: Re: New Business - 1812 South Church Street

Caution: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Mark, thx. Disappointed but not surprised. I anticipated your position and prepared my statement in advance. I just need to know to whom I cut the check and how to file my request for a SUP. Totally understand the demands of your schedule and time but I'd appreciate a rapid response so I can get this moving and not further delay a service that will bring real value to our community.

Best
George

On Aug 20, 2025, at 2:35 PM, Mark Kluck <mkluck@smithfieldva.gov> wrote:

Good afternoon, Mr. Vancil.

We completely understand your perspective; however, we do not have another available use besides a commercial recreation facility.

The SUP process is a \$400 application fee, along with the submission of the following:

- Please include a description of the proposed use and, where applicable, the hours of operation and the proposed number of employees/patrons.
- Please include a written statement of proposed project compatibility with the following:
 - (1) The [Comprehensive Plan](#).
 - (2) The applicable zoning district ([HR-C](#)).
 - (3) The surrounding properties.
 - (4) Current and future neighborhood conditions.
 - (5) Pedestrian and vehicular traffic patterns, on-site and off-site.
 - (6) Adequate public facilities.

Please keep in mind, this application will need to be advertised as a Public Hearing for the Planning Commission, for review and recommendation, as well as advertised as a Public Hearing for the Town Council for review and decision.

Alternatively, you can appeal my decision to the Board of Zoning Appeals. That process is a \$250 application fee and a public hearing before the Board of Zoning Appeals. Please be advised that staff will support the classification of your proposed use as a commercial recreation facility.

You do have 30 days for the appeal, after which the decision becomes final and unappealable.

If the BZA agrees that your proposed use is a commercial recreation facility, you would then need to apply for the SUP and pay the \$400 application fee.

Please let me know if you have any questions or concerns.

Thank you.

Written Statement for Special Use Permit Application
Proposed Use: End State Jiu Jitsu Academy
George Vancil, 772 Ledford Ln, Smithfield, VA 23430
Location: 1812 S. Church Street, Smithfield, VA 23430

References:

- a) Email from Mark Kluck dtd 14 Aug 2025; 20 Aug 2025
- b) Smithfield Comprehensive Plan
- c) Smithfield Zoning Ordinance for HR-C

Submitted for approval is my application and written statement for a Special Use Permit per ref (a). The required elements are addressed below.

1. Compatibility with the Comprehensive Plan

Reference (b), The Smithfield Comprehensive Plan, emphasizes strong, resilient communities built on health, education, and safety. End State Jiu Jitsu directly supports this vision by providing structured instruction and a therapeutic environment where veterans, law enforcement officers, trauma survivors, and—later—at-risk youth can heal, grow, and regain confidence.

I've lived in this community for over a decade. In that time, I've watched questionable businesses, like vape and cigarette shops (a mistake thankfully corrected) set up shop with apparently little up-front scrutiny despite offering no real benefit to the public. To now be told that an academy devoted to service, discipline, and healing requires special justification feels less like planning oversight and more like misplaced priorities. If resilience and public health are truly part of Smithfield's Comprehensive Plan, then this academy is exactly the kind of institution that should be welcomed and not obstructed.

2. Compatibility with the Applicable Zoning District (HR-C)

Reference (c) The HR-C District, is intended to support service-oriented, educational, and community-focused uses. End State Jiu Jitsu fits squarely within this framework. While it has been classified as a "Commercial Recreational Facility," its function mirrors permitted uses like private schools, medical offices, and personal service establishments. Unlike true recreation, this academy is structured, curriculum-driven, mission-focused, and community oriented, a concept much closer to an educational institution than a place of diversion.

3. Compatibility with Surrounding Properties

The academy will occupy a modest commercial space within an existing retail and restaurant cluster. A boutique self-defense and personal protection academy, with limited hours and capped attendance, is entirely compatible with these neighboring businesses. In fact, its presence will provide positive, community-minded activity that complements surrounding establishments. Compared with businesses that generate higher traffic or questionable community value, this academy stands out as a stabilizing, uplifting addition.

4. Pedestrian and Vehicular Traffic Patterns

With no more than 20 students per class, operating primarily evenings and weekends, traffic impact is

negligible. Parking demand will be light and well within existing capacity. Unlike fast-food or convenience retail already permitted by-right, this academy will see predictable, controlled comings and goings more akin to a small professional office than a high-turnover retail outlet.

5. Current and Future Neighborhood Conditions

Smithfield takes pride in being a close-knit, historic community. The future of that identity depends on institutions that build—not erode—resilience. End State Jiu Jitsu contributes to that future by empowering those who serve, protecting those who are vulnerable, and mentoring those who need direction. As a combat veteran with nearly 30 years of service, I know what sacrifice and service look like. I've lived leadership, endured failure, and fought through challenges, all hard lessons I now pass on to strengthen others through this Academy.

When placed beside smoke shops and other enterprises that offer no public benefit, the value of this academy to the neighborhood becomes obvious. This isn't just compatible with Smithfield's character, rather it's EXACTLY the kind of business that helps preserve it.

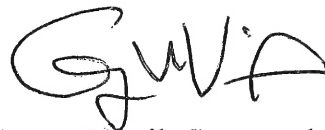
6. Adequate Public Facilities

The facility is fully up to code in every respect; fire protection, utilities, accessibility, and safety. It meets all occupancy standards, requires no additional public investment, and imposes no burden on local infrastructure.

Finally, and most importantly, End State Jiu Jitsu is not "recreation." It is structured education, therapeutic instruction, and community service under one roof. It is a mission-driven academy that empowers our residents, strengthens families, and fosters individual and community resilience.

The irony is not lost on me that businesses offering far less—vape shops, cigarette outlets, fast food restaurants—received approval seemingly without this kind of gauntlet. As someone who served this nation for nearly three decades in combat and peace, I find it disappointing to have to justify an endeavor so clearly dedicated to service, healing, and the betterment of this community I've called home for more than 10 years.

Approving this Special Use Permit isn't just reasonable, it's overdue. My hope is that the Town Council sees this for what it is: not a request for special treatment, but a correction of a misplaced classification. At this point, the only thing I should be receiving is your approval and your full support in accelerating what is clearly a benefit long overdue for Smithfield.



George Vancil, Commander, USN (Ret)
772 Ledford Ln
Smithfield, VA 23430
757-371-5761



**TOWN COUNCIL STAFF REPORT:
SPECIAL USE PERMIT
Public Hearing
Wednesday, November 5th, 2025, 6:30 PM**

Applicant The Kroger Company
 c/o Jason Sandzimier
 1282 Smithfield Plaza
 Smithfield, VA 23430

Owner SUSO 4 Smithfield LLC

Property 1282 Smithfield Plaza
 TPIN 32-09-001
 3 ac W side Benn’s Church Blvd.
 Corner of Benns Church Blvd. & Canteberry Lane

Zoning Planned Shopping Center (PSC), Entrance Corridor Overlay (ECO)

Adjacent Zoning PSC, ECO, Community Conservation (CC)

Project Description The applicant is seeking an SUP (Article 3.J.C.17) for a service station within the existing parking lot of the Kroger. There will be 5 pumps and feature an 8’x22’ kiosk for the attendant. The fuel center will operate from 5am to 11pm daily.

Zoning Recommendation The applicant will need a zoning permit and fee payment for the structure.

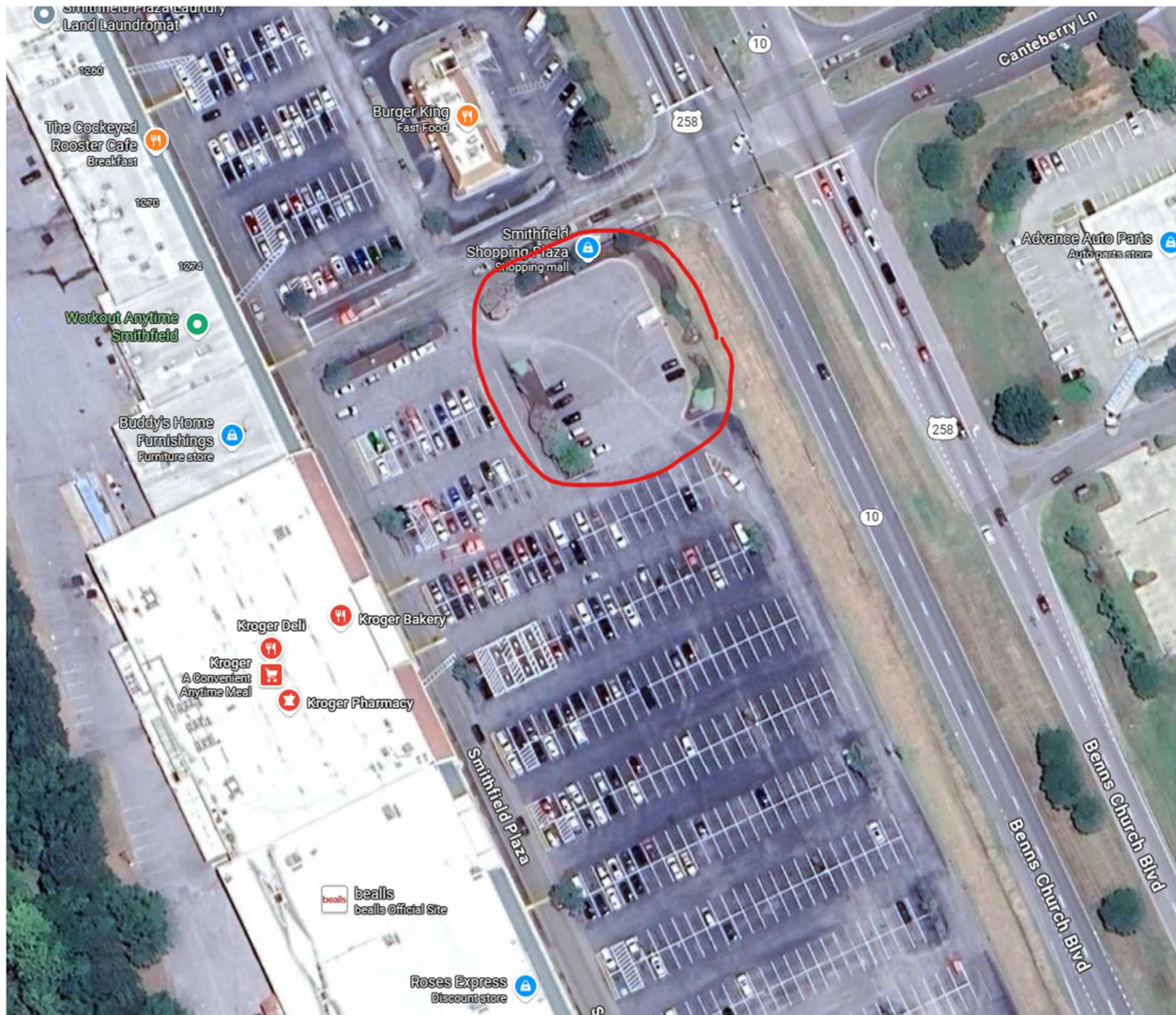
Planning Commission favorably recommended this application to Town Council.

Please direct inquiries to Tammie Clary at 1-(757)-365-4200 or tclary@smithfieldva.gov.

SPECIAL USE PERMIT APPLICATION for a proposed Kroger Fuel Center at store R-575

Project location: The Kroger Fuel Center is being proposed within the existing parking lot of Kroger Store R-575, located at 1282 Smithfield Plaza, Smithfield, VA 23430.

General project description: Kroger is proposing a fuel center with 5 pumps (mpd's or multi-pump dispensers) in the location of a former gas station that was demolished, as shown circled in red below. The fuel center has an 8'x22' kiosk for one (1) Kroger attendant. The kiosk has a restroom, but the restroom is for the kiosk attendant's use only, and is not open to the public.

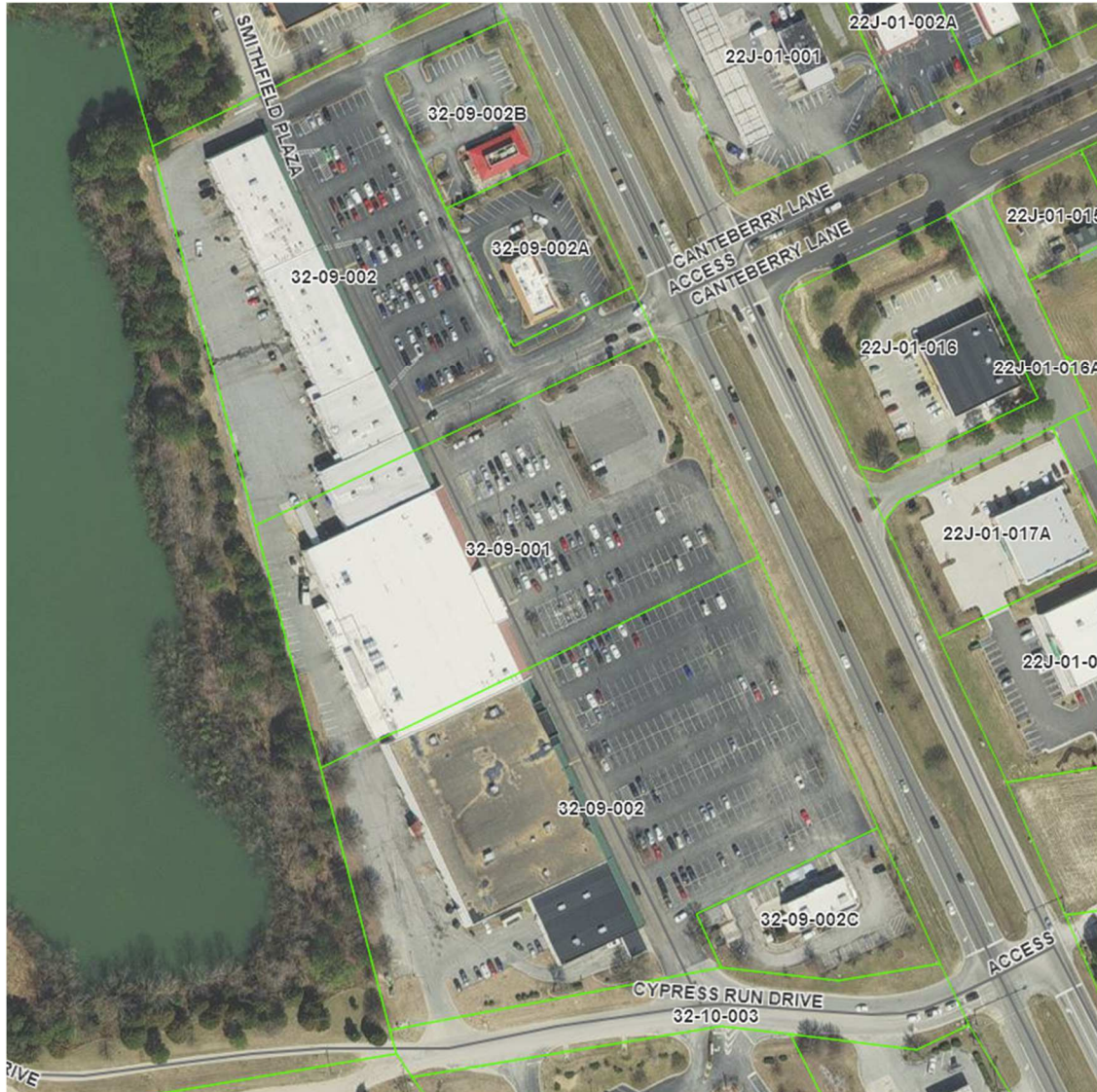


Hours of operation: Kroger standard hours of operation for a fuel center are 5am to 11pm daily.

Number of employees: The Kroger Fuel Center kiosk will have one (1) employee during all hours of operation.

Project compatibility:

The proposed Kroger Fuel Center at store R-575 in the parking lot of the Smithfield Shopping Plaza is compatible with its current surrounding uses. The current zoning as well as all surrounding zonings are PS-C (Planned Shopping Center District)—see aerial parcel map below.



The shopping center is located within an area on the Comprehensive Plan/Future Land Use Classification map as part of the Corridor Mixed-Use. The Kroger Fuel Center will blend with the surrounding land uses as well as the existing shops, restaurants, and grocery already located within the Shopping Plaza. The land across Benns Church Blvd from the Shopping Center is also classified as Corridor Mixed-Use, so the proposed fuel center will not conflict with any surrounding land uses.

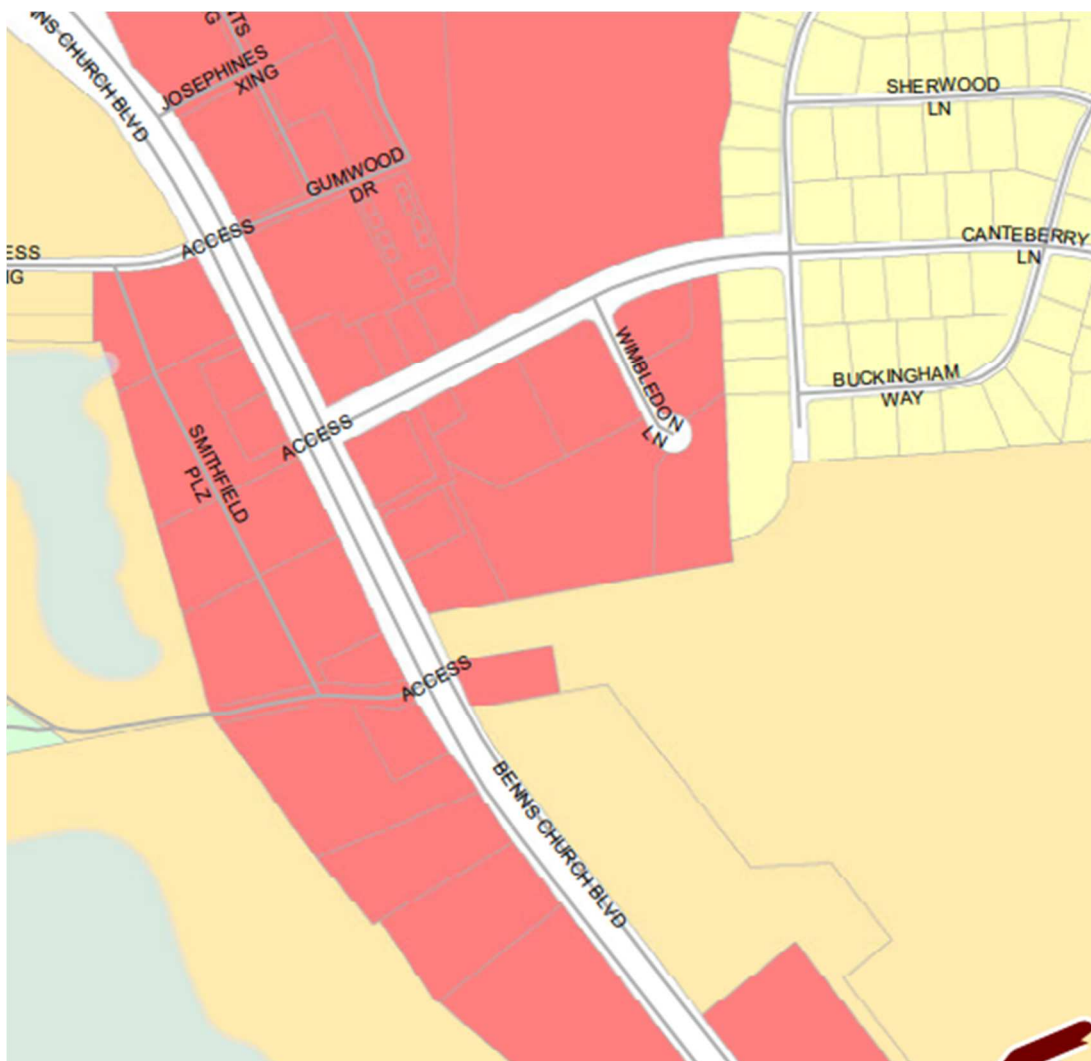
Legend



Town of Smithfield Corporate Limits

Future Land Use Classifications

- Neighborhood Residential
- Historic District/Downtown Mixed-Use
- Historic District Residential
- Commercial Mixed-Use
- Corridor Mixed-Use
- Residential Mixed-Use

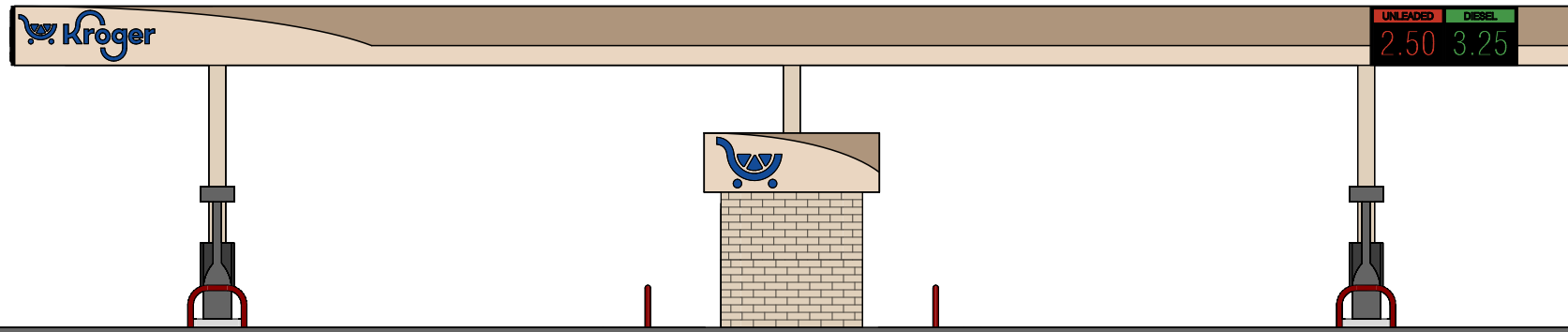


The existing Smithfield Shopping Plaza is currently comprised of the Kroger grocery store, a Home Furnishings store, a gym, a café, a laundromat, a nail salon, a vape store, a Bealls, Roses Express, a thrift store, a credit union, and a physical therapy center. Within the shopping center parking lot/outlots closest to Benns Church Blvd, there currently is a Pizza Hut and Burger King to the north of the proposed Kroger Fuel Center, and a Taco Bell to the south. The parking lot in the area of the proposed fuel center is currently a large asphalt area with no parking space striping, although it appears to be utilized by some vehicles.

Additionally, there is a 7-Eleven gas station with a convenience store and car wash across the street from the Smithfield Shopping Plaza. The proposed Kroger Fuel Center will be very similar in nature to this existing gas station, however it has a much smaller kiosk offering basic goods to the Kroger customer, and two fewer fueling pumps.

The Kroger Fuel Center plan also proposes an increased landscape strip along the frontage of Benns Church Blvd that is approximately 16' wide. This will create a larger, visually pleasing buffer between the proposed fuel center and the street frontage.

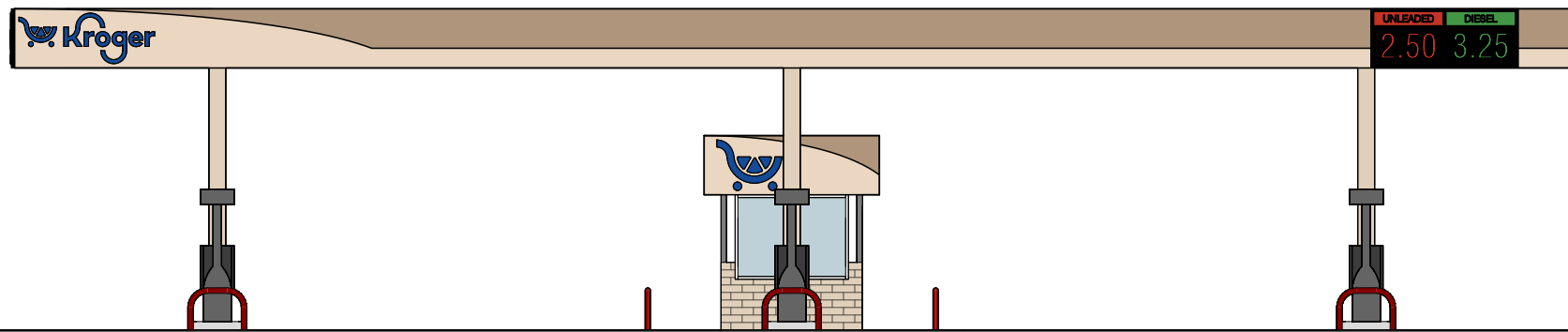
All vehicular traffic patterns will remain generally the same, with the addition of a few modified landscape islands in order for the fueling tanker truck to be able to enter and exit the site as quickly and efficiently as possible. The proposed tanker route is as follows: the fueling tanker will enter the Shopping Center from the existing drive cut on Cypress Run Drive, and then turn to the right, drive near the Taco Bell, turn left in the parking lot and drive towards the proposed fuel center, and finally exit the Shopping Plaza at the existing signalized entrance onto Benns Church Blvd. This route will have a minimal impact on any pedestrian traffic, as it utilizes the parking lot area closest to Benns Church Blvd and farthest from all shops/stores.



4
A3

REAR ELEVATION

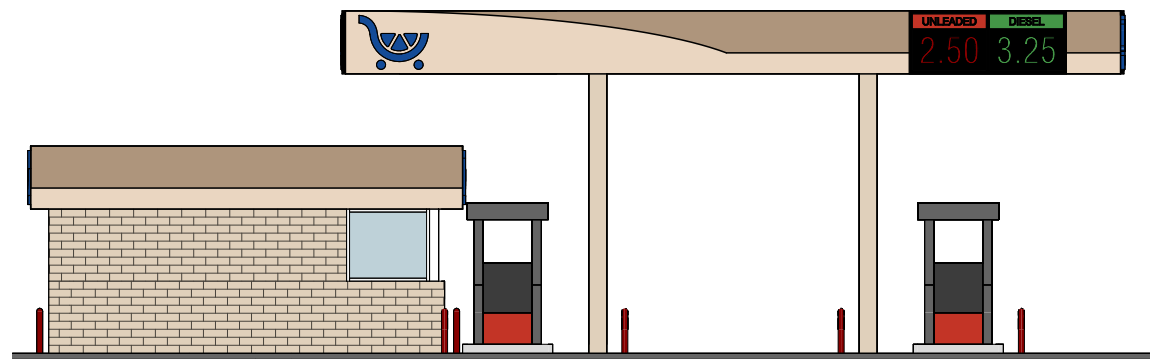
3/32" = 1'-0"



1
A3

FRONT ELEVATION

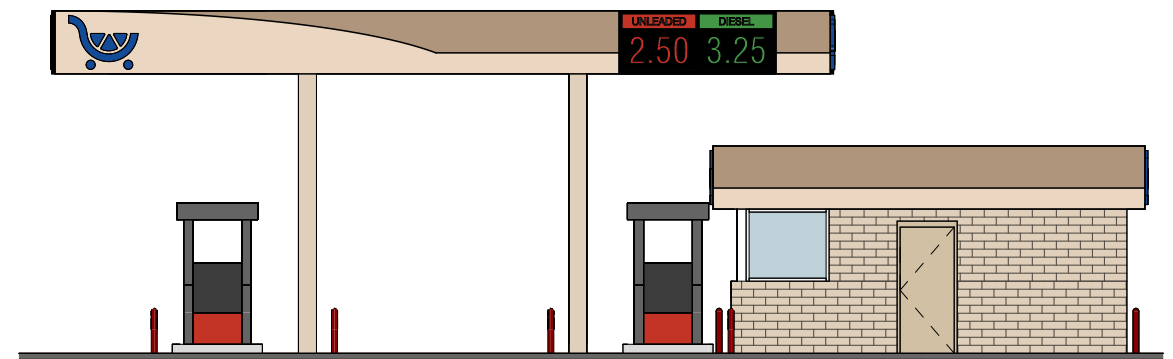
3/32" = 1'-0"



3
A3

LEFT ELEVATION

3/32" = 1'-0"



2
A3

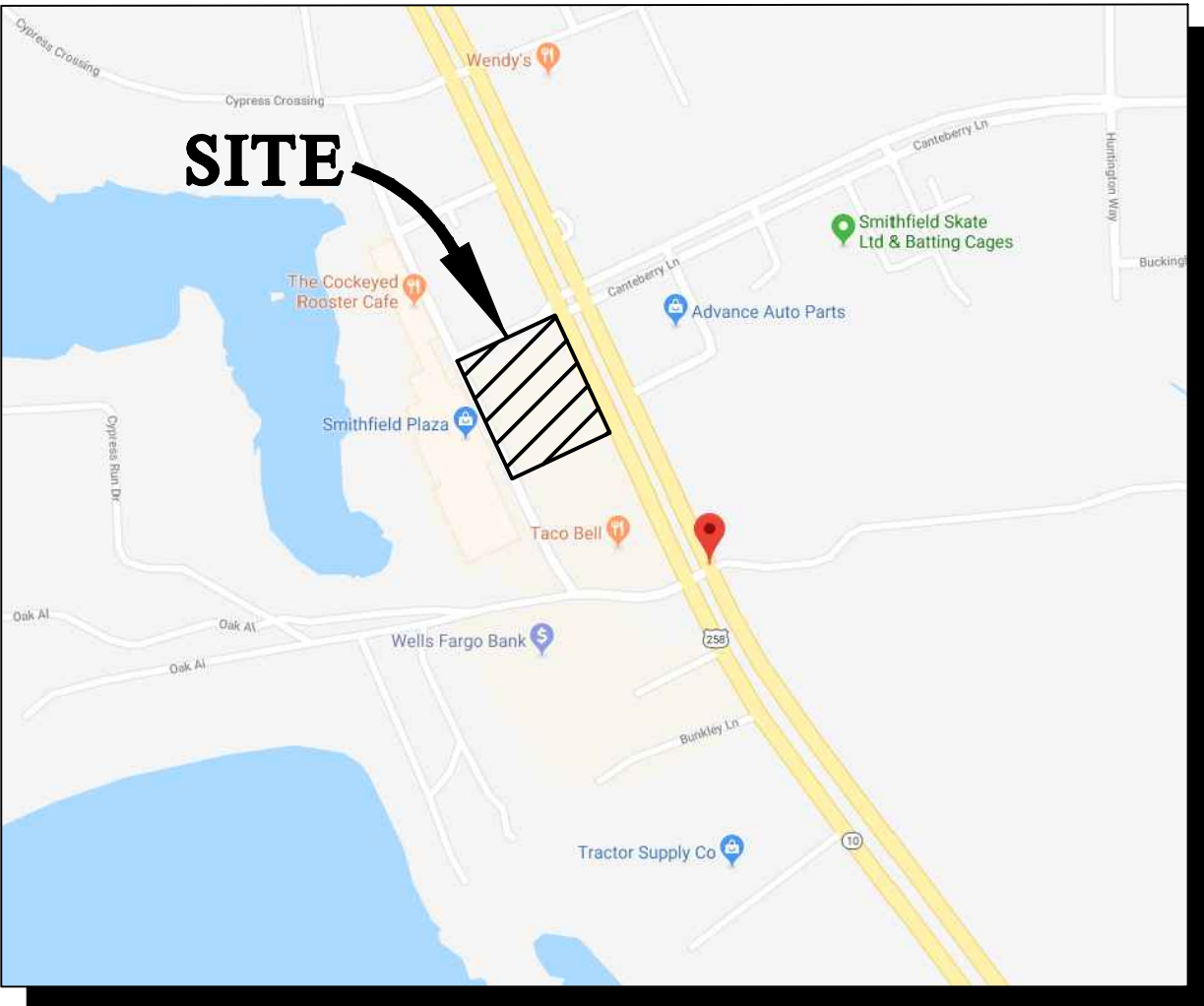
RIGHT ELEVATION

3/32" = 1'-0"

KROGER FUEL
5MPD WITH STANDARD KIOSK

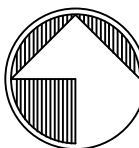


ROBERTSON LOIA ROOF
ARCHITECTS & ENGINEERS
3460 Preston Ridge Road, Suite 275, Alpharetta, GA. 30005
770.674.2600 / www.rlrpc.com



VICINITY MAP

SCALE: NONE



GENERAL NOTES

1. ALL WORK AND MATERIALS SHALL COMPLY WITH THE CITY OF SMITHFIELD, STATE OF VIRGINIA REGULATIONS AND CODES, AS WELL AS ALL O.S.H.A. STANDARDS.
2. SITE BOUNDARY, TOPOGRAPHY, UTILITY AND ROAD INFORMATION TAKEN FROM A SURVEY BY GRS GROUP, LLC, ADDRESS 6703 DELAND COURT SPRINGFIELD, VA 22152, DATED MAY 13, 2022.
3. ACCORDING TO THE SURVEY PREPARED BY GRS GROUP, LLC, DATED MAY 13, 2022, "THE SUBJECT PROPERTY OF THIS SURVEY HAS BEEN FOUND TO RESIDE IN 'ZONE 'XX' (AREA DETERMINED TO BE OUTSIDE THE 2% ANNUAL CHANCE FLOOD PLAIN) PER FEMA FLOOD INSURANCE RATE MAP FOR ISLE OF WRIGHT COUNTY, VIRGINIA, AND INCORPORATED AREAS, MAP NUMBER 51093C0153E, PANEL 153 OF 350, MAP EFFECTIVE DATE DECEMBER 2, 2015."
4. BUILDING DIMENSIONS SHOWN ON THIS PLAN ARE "LEASE" DIMENSIONS. FOR ACTUAL DIMENSIONS, SEE ARCHITECTURAL PLANS. DIMENSIONS TO CONC. CURB & GUTTER ARE TO "FACE OF CURB".
5. SITE WORK CONTRACTOR IS RESPONSIBLE FOR WORK TO WITHIN 5'-0" OF THE BUILDING.
6. EXISTING STRUCTURES WITHIN CONSTRUCTION LIMITS ARE TO BE ABANDONED, REMOVED, OR RELOCATED AS INDICATED ON THE PLANS AND IN THE SPECIFICATIONS.
7. CONTRACTOR IS TO NOTIFY CITY OF SMITHFIELD INSPECTORS 72 HOURS PRIOR TO THE START OF CONSTRUCTION.
8. CONTRACTOR SHALL OBTAIN ALL PERMITS BEFORE CONSTRUCTION BEGINS, (INCLUDING GA DOT UTILITY ENCROACHMENT PERMIT).
9. ALL SIGNAGE SHALL COMPLY WITH THE CITY OF SMITHFIELD ZONING ORDINANCE. A SEPARATE SIGN PERMIT IS REQUIRED.
10. CONSTRUCTION TRAILER USED ON-SITE SHALL BE PERMITTED THROUGH THE CITY OF SMITHFIELD PLANNING AND ZONING DEPARTMENT.
11. CONSTRUCTION EQUIPMENT SHALL NOT BE PARKED IN REQUIRED RIGHT-OF-WAY, AND MUST BE STORED WITHIN THE SITE. CONSTRUCTION EQUIPMENT SHALL NOT BE PARKED IN AREAS WHICH RESTRICT SIGHT DISTANCE.
12. THE EXACT LOCATION OF HANDICAP RAMPS SHALL BE COORDINATED WITH THE ARCHITECTURAL DRAWINGS AND SHALL BE PROVIDED AT THE INTERSECTIONS OF EACH APPLICABLE SIDEWALK, ACCESSIBLE ROUTE, AND ENTRANCE DRIVES.
13. ALL SIDEWALKS ARE TO BE INSTALLED PER ADA STANDARDS. SIDEWALKS TO HAVE MAX SLOPE OF 5% AND MAX CROSS SLOPE OF 2%.
14. CONTRACTOR SHALL NOTIFY ENGINEER SHOULD ANY FIELD CONDITIONS BE NOTED THAT DIFFER FROM THE SURVEY.
15. SITE CONTRACTOR SHALL FURNISH "AS-BUILT" DRAWINGS INDICATING ALL CHANGES AND DEVIATIONS.
16. PROJECT LOCATION: KROGER STORE #R-575 BENNS CHURCH ROAD, IN THE CITY OF SMITHFIELD, STATE OF VIRGINIA. CONTACT: ALISON VAUGHAN.
17. OWNER'S INFORMATION: KROGER MID-ATLANTIC, 140 EAST SHORE DRIVE, STE. 300, GLEN ALLEN, VA 23059 PHONE (540) 563-3500.
18. ENGINEER: ROBERTSON LOIA ROOF P.C. 3460 PRESTON RIDGE ROAD, SUITE 275 ALPHARETTA, GA 30005, PHONE (770) 674-2600.
19. BUILDING LOCATION IS TO THE OUTSIDE FACE OF BLOCK. CONTRACTOR TO COORDINATE AND VERIFY EXACT BUILDING LOCATION & DIMENSIONS WITH ARCHITECTURAL DRAWINGS.
20. THE SITE CONTRACTOR IS RESPONSIBLE FOR ALL ON-SITE SITE WORK DETAILED IN THE CIVIL WORKING DRAWINGS EXCLUDING THE FOLLOWING:
 - FUEL CENTER PAD, TANKS, KIOSK, AIR STATION, FUEL TANK VENTS, AND ASSOCIATED ITEMS DETAILED IN THE FUEL CENTER CONSTRUCTION DRAWINGS BY ROBERTSON LOIA ROOF. THE SITE CONTRACTOR IS RESPONSIBLE FOR THE INSTALLATION OF THE FUEL CONDUITS DETAILED ON THE SITE ELECTRICAL PLANS.
- THE SITE CONTRACTOR IS ALSO RESPONSIBLE FOR PLACING COMPACTED G.A.B. AT AND AROUND THE FUEL CENTER PRIOR TO THE FUEL CENTER CONTRACTOR STARTING WORK. AFTER THE FUEL CENTER IS COMPLETED, FINAL ASPHALT PAVING AND STRIPING IS TO BE INSTALLED BY THE SITE CONTRACTOR.
- THE SITE CONTRACTOR IS TO STUB CONDUIT TO THE AIR STATION AND POUR FLUSH CURB IN FRONT OF IT. THE FUEL CENTER CONTRACTOR IS TO CUT THE CURB AND POUR PAD/CURB FOR THE AIR STATION AROUND THE STUBBED CONDUIT.

SITE ANALYSIS

KROGER R-575	43,000± S.F.
TOTAL BUILDING AREA	132,800± S.F.
SPACES LOST	12 SPACES
TOTAL PROPOSED SPACES	615 SPACES (4.63 M.S.F.)
SITE AREA	12.619 ACRES±
EXISTING ZONING	PLANNED SHOPPING CENTER (PS-C)
PROPOSED FUEL CENTER	5 MPD

SHEET TITLE
SITE PLAN

DATE
09/12/2025

PROJECT NUMBER
25208

SHEET NUMBER
C-1

PROGRESS SET. NOT FOR CONSTRUCTION.

Fuel Center @ Store R-575
BENNS CHURCH BLVD
SMITHFIELD, VA
FOR:
KROGER MID-ATLANTIC
140 EAST SHORE DR, SUITE 300
GLEN ALLEN, VA 23059

ROBERTSON LOIA ROOF
ARCHITECTS & ENGINEERS

3460 Preston Ridge Road . Suite 275 . Alpharetta, GA. 30005
770.674.2600 / www.rlrfpc.com

TOWN COUNCIL STAFF REPORT
PUBLIC HEARING: WEDNESDAY, NOVEMBER 5TH, 2025
REZONING, COMPREHENSIVE PLAN AMENDMENT, & FUTURE LAND USE MAP
AMENDMENT

Applicant	Town of Smithfield 315 Main Street Smithfield, VA 23430
Owners	Ibid.
Property	315 Main Street TPINs 21A-01-262 & 21A-01-263
Rezoning Acreage	+/- 0.92 ac
Zoning	Heavy Industrial (I2) & Historic Preservation Overlay (HPO)
Adjacent Zoning	Downtown (D) & HPO
Proposed Zoning	Downtown & HPO
Future Land Use (FLU)	Historic District/ Downtown Mixed Use & Historic District Residential
Adjacent FLU	Historic District/ Downtown Mixed Use & Historic District Residential
Project Description	<p>Staff is requesting the rezoning of this property from Heavy Industrial to Downtown, which is in line with neighboring properties. The only proposed addition is a shed to house the Tourism golf cart.</p> <p><u>Conditional Official Zoning Map Amendment (Rezoning):</u> The property is currently being used for retail sales, which is permissible in the Downtown Zoning District, by-right.</p> <p><u>Comprehensive Plan Amendment (Future Land Use Map Amendment):</u> Because the lot lines making up these parcels were abandoned to create 2 parcels, the designation on the FLUM will have to also represent the new parcel shapes. The Historic District/ Downtown Mixed Use will still front on Main Street and the Historic District Residential will still front on Cedar Street.</p> <p>This application was favorably recommended to Town Council as one parcel with the FLUM designation of Historic District/ Downtown Mixed Use.</p>

Please direct inquiries to Tammie Clary at 1-(757)-365-4200 or tclary@smithfieldva.gov.

From: [Amy Ring](#)
To: [Tammie Clary](#)
Subject: RE: Rezoning from Heavy Industrial to Downtown
Date: Tuesday, September 9, 2025 9:53:47 AM
Attachments: [image001.png](#)

Caution: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hey Tammy – lawd, I remember when that was still the ham plant! I have no concerns with the proposed change in zoning. There should be sufficient room for on-street/off-street parking, no impact to schools, and minimal impact on other public facilities/services.

From: Tammie Clary <tclary@smithfieldva.gov>
Sent: Tuesday, September 9, 2025 8:58 AM
To: Amy Ring <aring@isleofwightus.net>
Subject: RE: Rezoning from Heavy Industrial to Downtown

Caution: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Morning,

I am getting the application package together; however, I wanted to reach out to see if there were any issues upfront.

Please let me know if you have any questions or concerns.

Thank you.

Best,

TAMMIE CLARY

Community Development & Planning Director

Town of Smithfield, Virginia

310 Institute St, Smithfield, VA 23430

1-(757)-365-4200

tclary@smithfieldva.gov

From: [Norris, Joshua \(VDOT\)](#)
To: [Tammie Clary](#); [Fowler, Jason C., PE \(VDOT\)](#)
Subject: RE: Rezoning from Heavy Industrial to Downtown
Date: Wednesday, September 10, 2025 11:47:11 AM
Attachments: [image001.png](#)

Caution: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning Tammie,

No, that's a reduction in the projected traffic, so we wouldn't have any comments on that.

Thanks,
Josh

From: Tammie Clary <tclary@smithfieldva.gov>
Sent: Monday, September 8, 2025 5:11 PM
To: Fowler, Jason C., PE (VDOT) <jason.fowler@vdot.virginia.gov>; Norris, Joshua (VDOT) <joshua.norris@vdot.virginia.gov>
Subject: Rezoning from Heavy Industrial to Downtown

Good Afternoon,

Do you have any comments on the Town rezoning 315 Main Street from heavy industrial to Downtown? The five parcels will become 2 parcels, one fronting Main Street and one fronting Cedar Street.

Please let me know if you have any questions or concerns.

Thank you.

Best,

TAMMIE CLARY

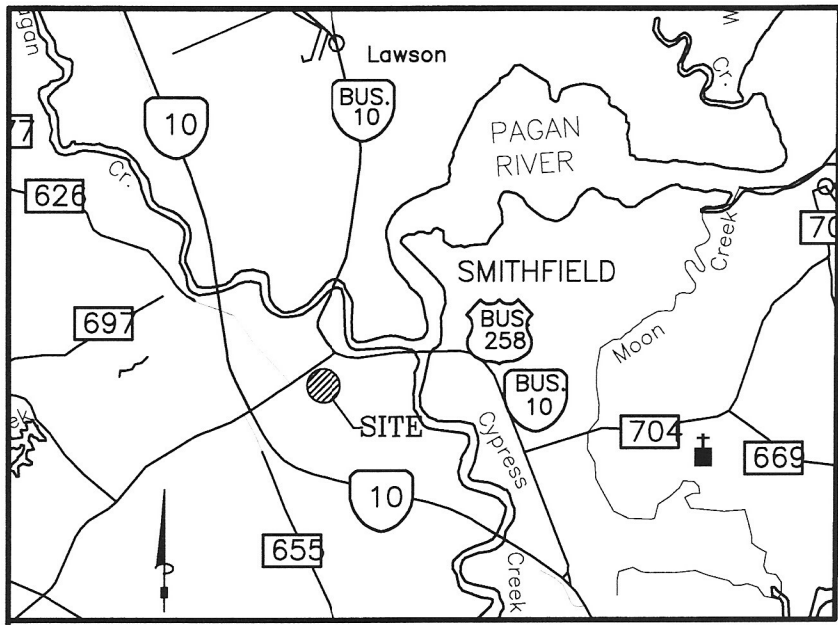
Community Development & Planning Director

Town of Smithfield, Virginia

310 Institute St, Smithfield, VA 23430

1-(757)-365-4200

tclary@smithfieldva.gov



SITE MAP
SCALE 1"=1000'

THIS SURVEY HAS BEEN COMPLETED WITHOUT THE BENEFIT OF A TITLE SEARCH. THEREFORE, THIS SURVEY IS SUBJECT TO ANY EASEMENT OF RECORD, LAND TRANSACTIONS AND OTHER PERTINENT FACTS WHICH A TITLE SEARCH MIGHT DISCLOSE.

THE PROPERTY SHOWN ON THIS PLAT APPEARS TO BE LOCATED IN ZONE "X" AS SHOWN ON THE FLOOD INSURANCE RATE MAP, COMMUNITY-PANEL NUMBER 510081 0135 E, DATED 12-2-2015.

I HEREBY CERTIFY THAT THIS BOUNDARY LINE ADJUSTMENT WAS MADE BY ME AT THE DIRECTION OF THE OWNER(S) AND THAT THE BOUNDARY LINE ADJUSTMENT IS ENTIRELY WITHIN THE BOUNDARIES OF THE LAND OWNED BY TOWN OF SMITHFIELD. THE LAST INSTRUMENT OF TITLE BEING IN#160001530, IN#1600014546. I HEREBY CERTIFY TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL OF THE REQUIREMENTS OF THE ZONING & SUBDIVISION ORDINANCES OF THE TOWN OF SMITHFIELD, VIRGINIA, REGARDING THE PLATTING OF BOUNDARY LINE ADJUSTMENTS WITHIN THE TOWN HAVE BEEN COMPLIED WITH. GIVEN UNDER MY HAND THIS 3RD DAY OF SEPTEMBER, 2025.

EDWARD C. "MO" CANADA, III L.S.

TOWN OF SMITHFIELD HEREBY CERTIFY THAT THEY ARE THE OWNERS OF THE PROPERTY SHOWN ON THIS PLAT AND THAT THIS BOUNDARY LINE ADJUSTMENT IS WITH THEIR FREE CONSENT AND ACCORDANCE WITH THEIR DESIRES.

WITNESS MY HAND AND SEAL THIS 12 DAY OF September, 2025.

OWNER Deborah C. Bennett

STATE OF Virginia

COUNTY OF Isle of Wight, TO-WIT

SUBSCRIBED AND SWORN TO BEFORE ME Deborah C. Bennett NOTARY

PUBLIC IN AND FOR THE COUNTY OF Isle of Wight, STATE

OF Virginia.

THIS 12 DAY OF September, 2025.

MY COMMISSION EXPIRES 1/31/2027.

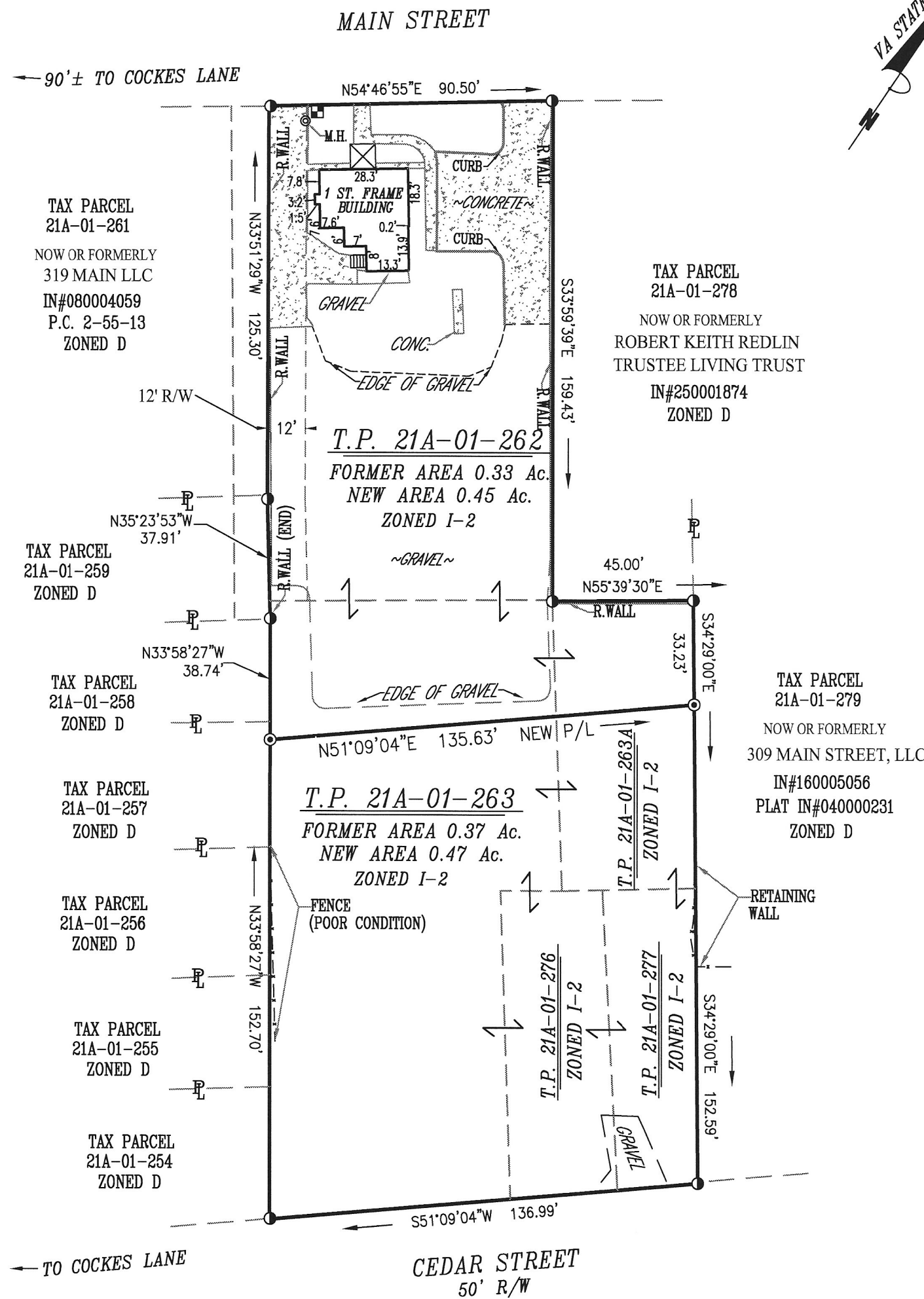
GIVEN UNDER MY HAND THIS 12 DAY OF September, 2025.

7502013 Deborah C. Bennett
NOTARY REGISTRATION NO. NOTARY PUBLIC

THIS BOUNDARY LINE ADJUSTMENT PLAT HAS BEEN FOUND TO BE IN CONFORMANCE WITH THE TOWN OF SMITHFIELD ZONING & SUBDIVISION ORDINANCES AND MUST BE RECORDED WITH THE OFFICE OF THE CLERK OF CIRCUIT COURT OF ISLE OF WIGHT COUNTY WITHIN SIX MONTHS OF THE DATE OF APPROVAL. APPROVAL WILL BE DEEMED VOID AFTER SIX MONTHS AND THE PLAT MUST BE RESUBMITTED FOR APPROVAL.

DATE OF APPROVAL: 9/12/2025 TOWN OF SMITHFIELD AGENT: Deborah C. Bennett

SHEET 1 OF 1



REFERENCE - IN#160001530, IN#160001456

LEGEND:

- - DENOTES IRON PIN OR PIPE FOUND
- - DENOTES IRON PIN SET
- P - DENOTES ADJOINING PROPERTY LINE
- ← - DENOTES PROPERTY LINE TO BE ABANDONED

AREA TABLE

FORMER AREA OF TAX PARCEL 21A-01-262	0.33 Ac.
PLUS AREA OF ADDITION	0.12 Ac.
NEW AREA OF TAX PARCEL 21A-01-262	0.45 Ac.

FORMER AREA OF TAX PARCEL 21A-01-263	0.37 Ac.
PLUS AREA OF ADDITION	0.10 Ac.
NEW AREA OF TAX PARCEL 21A-01-263	0.47 Ac.

FORMER AREA OF TAX PARCEL 21A-01-263A	0.09 Ac.
MINUS AREA OF TAX PARCEL 21A-01-263A	0.09 Ac.
NEW AREA OF TAX PARCEL 21A-01-263A	0.00 Ac.

FORMER AREA OF TAX PARCEL 21A-01-276	0.07 Ac.
MINUS AREA OF TAX PARCEL 21A-01-276	0.07 Ac.
NEW AREA OF TAX PARCEL 21A-01-276	0.00 Ac.

FORMER AREA OF TAX PARCEL 21A-01-277	0.06 Ac.
MINUS AREA OF TAX PARCEL 21A-01-277	0.06 Ac.
NEW AREA OF TAX PARCEL 21A-01-277	0.00 Ac.

BOUNDARY LINE ADJUSTMENT
FOR

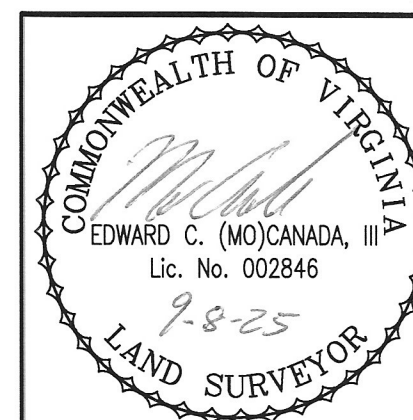
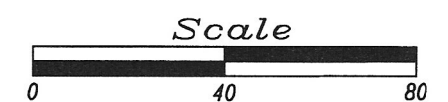
TOWN OF SMITHFIELD

LOCATED AT 315 MAIN STREET

TOWN OF SMITHFIELD

ISLE OF WIGHT COUNTY, VIRGINIA

SCALE 1"= 40' AUGUST 3, 2025



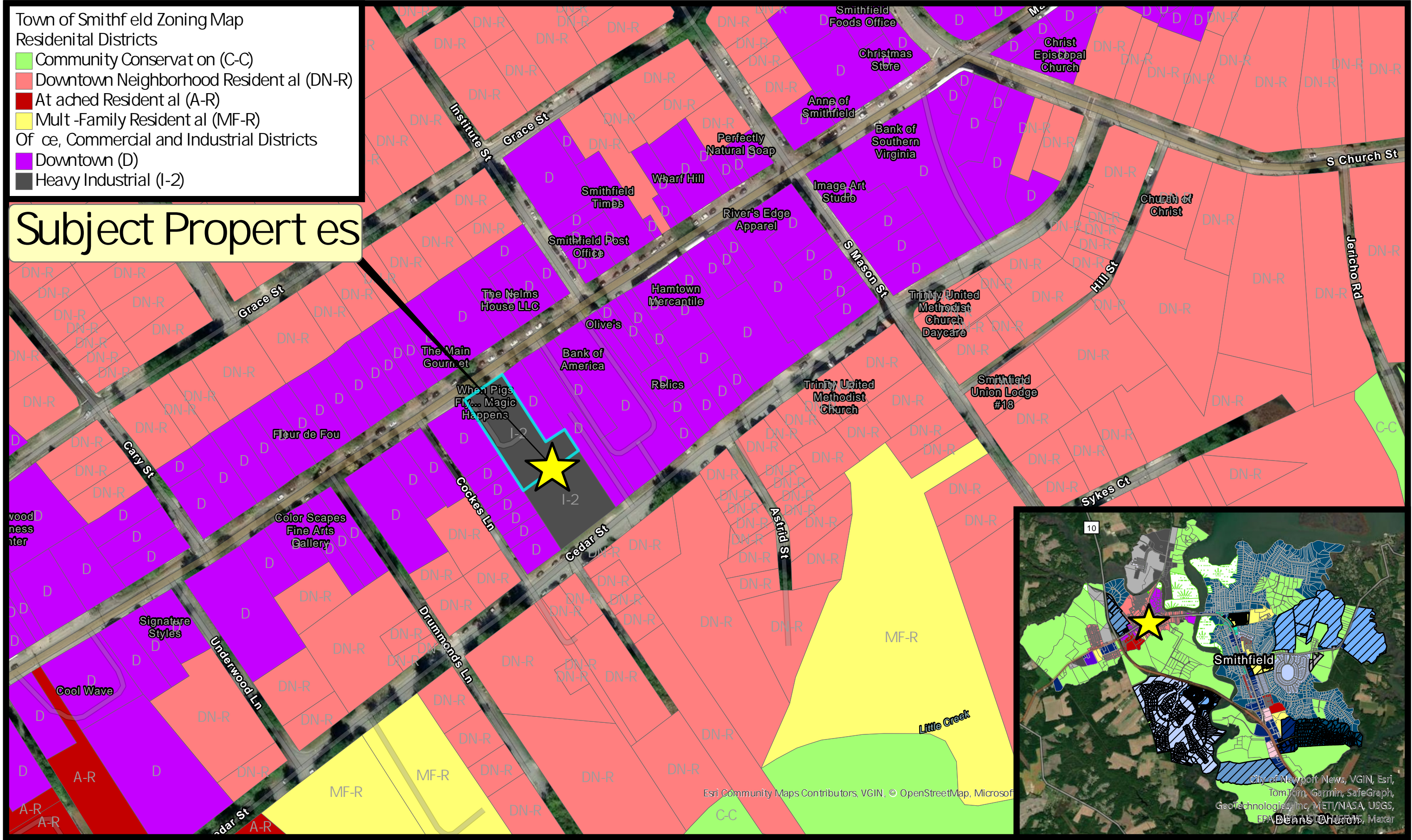
1212 S. Church Street Smithfield, VA 23430

PHONE: 757-357-2911

DRAWN BY: ECC

JOB #S25-187-SM


Rezoning from Heavy Industrial (I-2) to Downtown (D)
315 Main Street & TPIN 21A-01-263



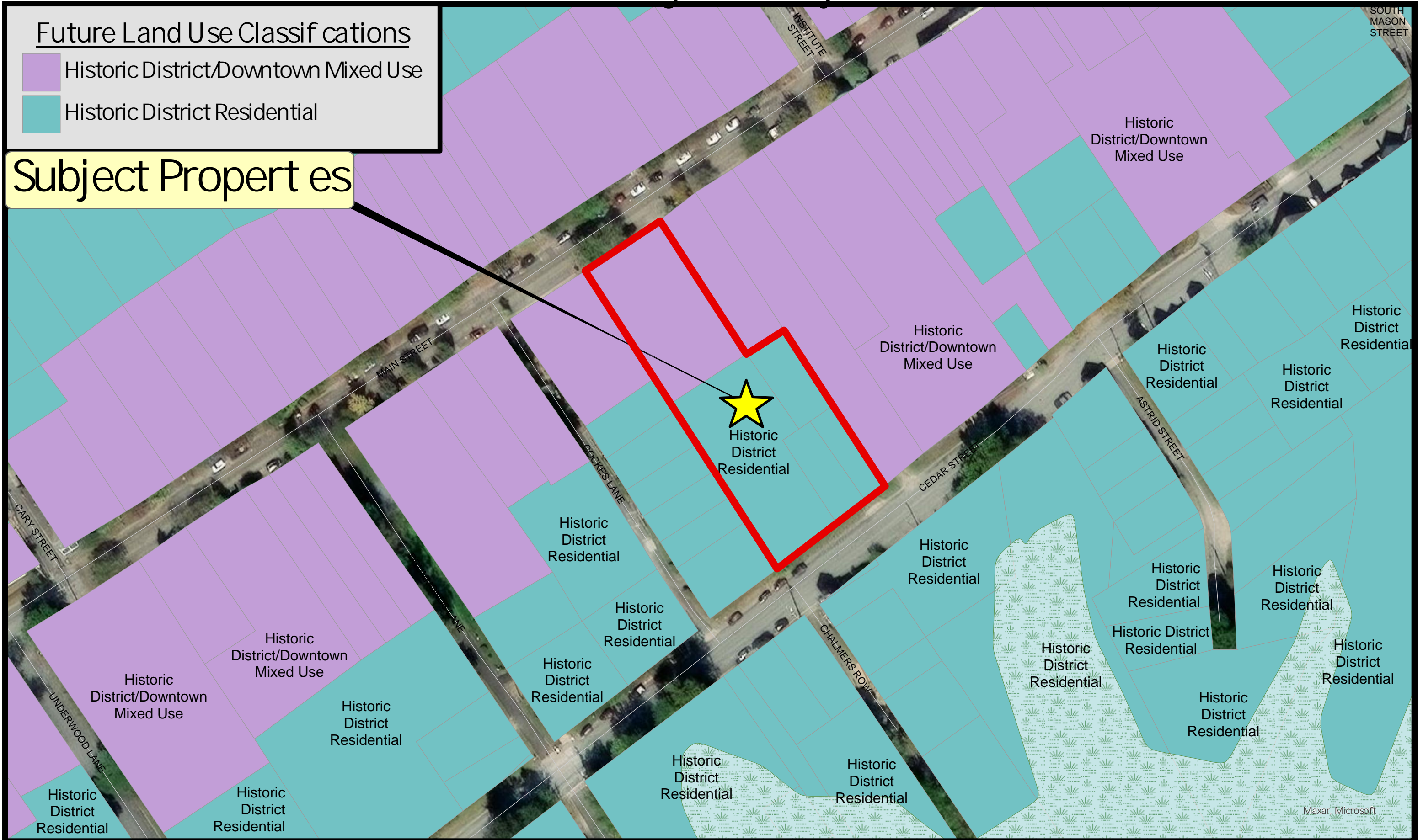
FUTURE LAND USE MAP

Pre-Boundary Line Adjustment

Future Land Use Classifications

-  Historic District/Downtown Mixed Use
-  Historic District Residential



Subject Properties



FUTURE LAND USE MAP

Post-Boundary Line Adjustment


Future Land Use Classifications

-  Historic District/Downtown Mixed Use
-  Historic District Residential





Subject Properties



Legend

 Town of Smithfield Corporate Limits

Future Land Use Classifications

-  Neighborhood Residential
-  Historic District/Downtown Mixed-Use
-  Historic District Residential
-  Commercial Mixed-Use
-  Corridor Mixed-Use
-  Residential Mixed-Use
-  Parks/Recreation
-  Public/Semi-Public
-  Conservation
-  Flex Industrial
-  Heavy Industrial
-  Environmental Conservation Overlay

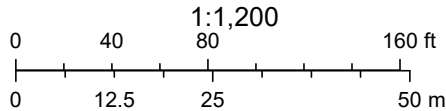


315 Main Street - Rezoning (I-2 to D) - Adjacent Landowners Map



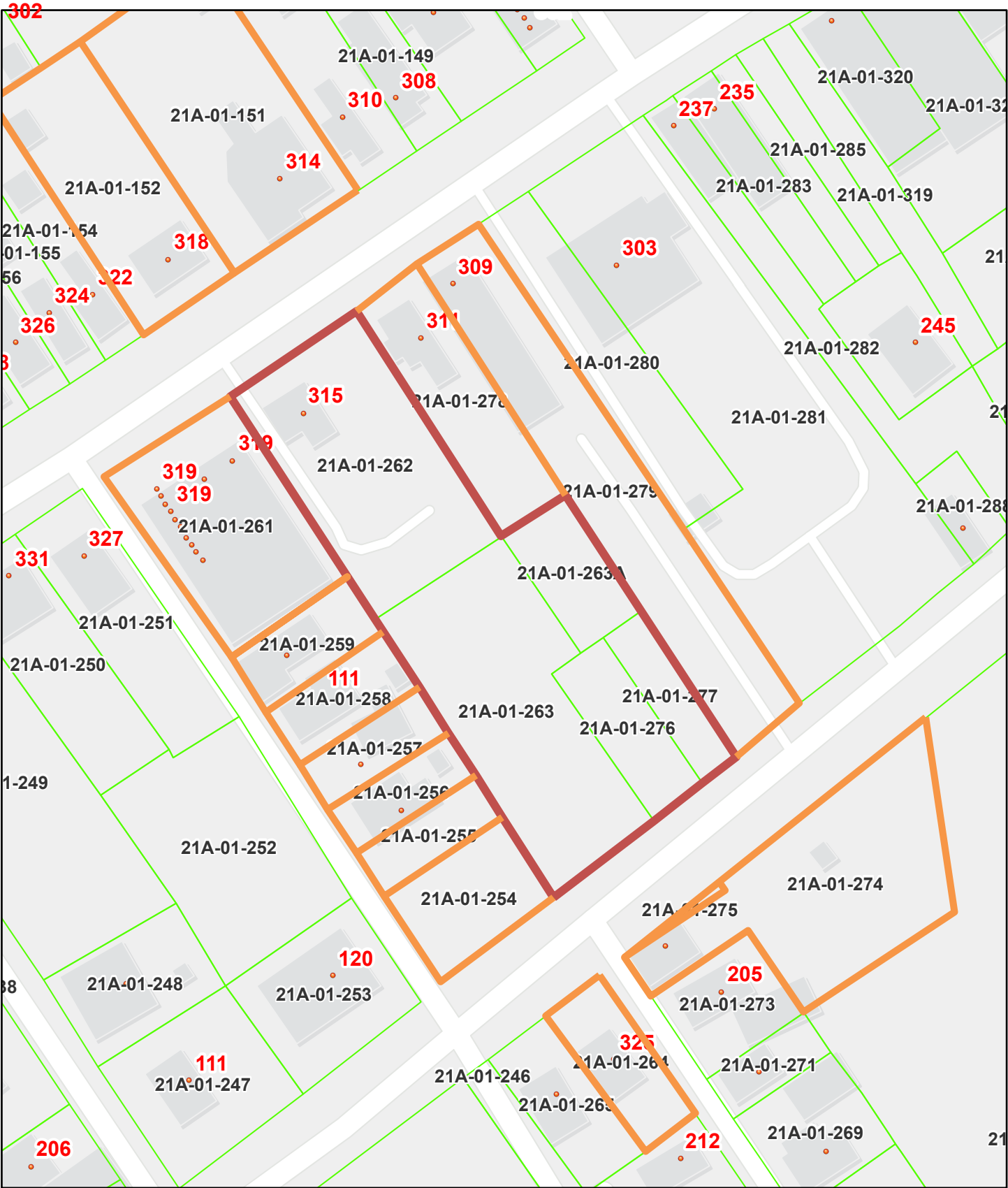
9/3/2025, 2:54:28 PM

- Parcels
- Address Points





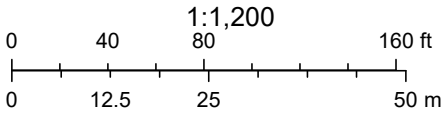
Maxar, Microsoft

315 Main Street - Rezoning (I-2 to D) - Adjacent Landowners Map



9/3/2025, 2:55:24 PM

-  Parcels
-  Address Points



Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

Owner: Town of Smithfield

TPINs: 315 Main Street (TPIN 21A-01-262) & TPIN 21A-01-263

Justification: To remove the Heavy Industrial (I-2) Zoning classification in an area surrounded by Downtown (D) zoned properties.

No additional development is proposed, besides a shed to house the golf cart.

Neighboring Properties:

UZZLE JUDY C

Mailing Address:

15784 SCOTTS FACTORY RD

Mailing city state zip:

SMITHFIELD VA 23430

Legal Description:

123 S COCKES LANE

21A-01-254 & 255

WILKERSON DOROTHY D L/E

Mailing Address:

15784 SCOTTS FACTORY RD

Mailing city state zip:

SMITHFIELD VA 23430

Legal Description:

115 S COCKES LANE

21A-01-256

BOONE VERONICA

Mailing Address:

601 CEDAR ST APT 306

Mailing city state zip:
SMITHFIELD VA 23430

Legal Description:
113 S COCKES LANE

21A-01-257

PICOTT ARLEEN B

Mailing Address:
111 COCKES LN

Mailing city state zip:
SMITHFIELD VA 23430

Legal Description:
111 S COCKES LANE

21A-01-258

WILLIAMS BARBARA A & SMITH CATHERINE

Mailing Address:
1071 HEDGEROW CIRCLE

Mailing city state zip:
WAYNE PA 19087

Legal Description:
107 S COCKES LANE

21A-01-259

319 MAIN LLC

Mailing Address:
405 GRACE ST

Mailing city state zip:
SMITHFIELD VA 23430

Legal Description:

319 321 323 W MAIN ST MAIN ST

21A-01-261

REDLIN ROBERT KEITH TRUSTEE, ROBERT KEITH REDLIN LIVING TR

Mailing Address:

PO BOX 481

Mailing city state zip:

SMITHFIELD VA 23431

Legal Description:

311 W MAIN ST

21A-01-278

309 MAIN STREET LLC

Mailing Address:

1210 CRESCENT DRIVE

Mailing city state zip:

SMITHFIELD VA 23430

Legal Description:

309 W MAIN ST

21A-01-279

BROOKS RUSSELL L & CAMILLE

Mailing Address:

314 MAIN ST

Mailing city state zip:

SMITHFIELD VA 23430

Legal Description:

314 MAIN ST W

21A-01-151

KOTA OF SMITHFIELD LLC

Mailing Address:

318 MAIN ST

Mailing city state zip:

SMITHFIELD VA 23430

Legal Description:

SMITHFIELD M E PARSONAGE LOT PLAT 13/232 OR 1-356-4

21A-01-152

FRECH LLOYD R & PATRICIA V

Mailing Address:

203 CHALMERS ROW

Mailing city state zip:

SMITHFIELD VA 23430

Legal Description:

CHALMERS ROW 29 X 71 FT PLAT 2-166-3

21A-01-274

F & T PROPERTIES LLC

Mailing Address:

P O BOX 2028

Mailing city state zip:

POQUOSON VA 23662

Legal Description:

326 W CEDAR ST PAR 1 LEWIS-BOURASSA ENT

21A-01-264

Z. Short-Term Rentals

1. These regulations are established to allow the short-term rental of rooms to transient persons in all residential settings, while at the same time preserving the residential character of the neighborhoods in which the dwellings are located. ~~For the purpose of this section, short-term rentals include short-term rentals and homestays.~~ In any zoning district in which residential uses exist or are permitted, ~~accessory short-term rentals (hereinafter referred to as "homestays") are permitted by right~~ short-term rentals ~~as principal uses~~ which exceed 104 calendar nights per year are permissible by special use permit (SUP) only. Short-term rentals in any mixed-use building or structure shall also require an SUP. ~~In all other cases,~~ All short term rentals must meet the following conditions ~~must be met:~~
 - a. A copy of the declarations page, a certificate of insurance, or a binder of insurance (if newly applied for) showing general, personal, or premises liability insurance in the name of the owner/operator, covering the rental of the property to transient persons, with coverage of not less than \$500,000 must be furnished to the Town. Such insurance coverage must remain in place at all times while any part of the property is being offered for short-term rental.
 - b. Short-term rentals shall be permitted for not more than 104 nights per calendar year.
 - c. At all times, no more than ten (10) over-night guests shall occupy any short-term rental, or no more than two (2) per bedroom at any one time, whichever is greater.
 - d. Accessory buildings and structures shall not be used or occupied as short-term rentals, except upon the issuance of an SUP by the Town Council.
 - e. All operators engaging in short-term rentals are required to obtain and maintain a business license from the Town, and the operator of the short-term rental shall remain liable for all taxes that may be owed, in addition to the transient occupancy tax.
 - f. Nothing in this section shall be construed to supersede or limit contracts or lease agreements between or among individuals or private entities related to the use of real property, including recorded declarations and covenants, the provision of condominium instruments of a condominium created pursuant to the Condominium Act (Va. Code § 55-79.39 et seq.), the declaration of a common interest community as defined in Va. Code § 55-528, the cooperative instruments of a cooperative created pursuant to the Virginia Real Estate Cooperative Act (Va. Code § 55-424 et seq.), or any declaration of a property owners' association created pursuant to the Property Owners' Association Act (Va. Code § 55-508 et seq.).
 - g. The short-term rental must be serviced by a Virginia-licensed waste management facilities operator.
 - h. To protect the citizens of the Town from excessive noise, short-term rentals must comply with Chapter 38 of the Town Code.

- i. The operator of the short-term rental must submit to the Town a signed and notarized short-term rental affidavit assuring compliance with all of the above provisions.
 - j. Any of the above provisions may be waived by the Town Council, upon the issuance of an SUP. Additionally, if there is any uncertainty in interpretation between the applicant and the Administrator as to any of the provisions of this section, the Administrator may require an SUP.
2. Existing short-term rentals which conflict with the standards of this Section, and which were in operation sixty (60) days prior to the date of adoption of the same, may be administratively approved by Town staff, provided that the applicant submit satisfactory evidence to the Town that their short-term rental was in operation at that time. If uncertainty arises between the applicant and the Administrator as to whether or not satisfactory evidence has been submitted to the Town, the Planning Commission shall determine the validity of the evidence.
3. If the operator is found to have violated any of the provisions of this section, the following penalties shall apply:
 - a. The revocation of the operator's business license.
 - b. Any additional penalties as prescribed in this or any other Town Ordinance.
4. Historic District Preservation Overlay
 - a. Within the Historic District Preservation Overlay, there shall be not more than XX approved SUPs for short-term rentals permitted.
 - b. ~~All short term rentals shall comply with all guidelines and requirements set forth in this section and any other applicable sections.~~