

September 23, 2022

TO: SMITHFIELD TOWN COUNCIL

**FROM: MICHAEL R. STALLINGS, JR., ICMA-CM
TOWN MANAGER**

**SUBJECT: SEPTEMBER 2022 COMMITTEE MEETINGS WILL BE HELD AT THE
SMITHFIELD CENTER LOCATED AT 220 NORTH CHURCH STREET,
SMITHFIELD, VA**

MONDAY, SEPTEMBER 26TH, 2022 @ 3:00 p.m.

Public Safety

Members: Rountree (CH), Haywood, Hall

1. Operational Updates – August Activity Report
2. Street Closure Request for Downtown Halloween Safe Trick or Treat on Monday, October 31, 2022 from 5 p.m. to 8 p.m.
[Amy Novak, Director of Parks and Recreation](#)
3. Street Closure Request for Mistletoe Evening Market on Saturday, November 19, 2022 from 12 p.m. to 10 p.m.
[Amy Novak, Director of Parks and Recreation](#)

Immediately following the conclusion of the above meeting:

Finance

Members: Pack (CH), Smith, Butler

1. Financial Statement for June 2022
2. August Cash Balances / VML Investment Pool Update
[Ellen Minga, Town Treasurer](#)
3. Pay Scale for Planning Commission Members
[Tammie Clary, Director of Community Development and Planning](#)

4. Invoices Over \$20,000 Requiring Council Authorization:
Ellen Minga, Town Treasurer

a. Xylem –	\$ 51,296.34
b. Hodges & Hodges -	\$ 38,905.00
c. Smithfield Volunteer Fire Department (budgeted)	\$ 34,000.00

Immediately following the conclusion of the above meeting:

Parks and Recreation

Members: Hall (CH), Butler, Haywood

1. Survey Results for the Currently Farmed 10 Acres at Windsor Castle Park
Amy Novak, Director of Parks and Recreation

Immediately following the conclusion of the above meeting:

Public Works

Members: Haywood (CH), Smith, Rountree

1. Proposals from Blair Brothers, Inc. for Pipe Replacements at Ryder Court and 301 Winchester
Wayne Griffin, Town Engineer

Immediately following the conclusion of the above meeting:

Public Buildings and Welfare

Members: Butler (CH) Pack, Hall

1. Pre-Public Hearing Discussion: Special Use Permit – Department of Motor Vehicles
Tammy Clary, Director of Community Development and Planning
2. Cypress Creek Subdivision Agreement for Section 2 Phase 6
Tammy Clary, Director of Community Development and Planning
3. Right of Entry Agreement for Washington & James Street, Luter Acres
Tammy Clary, Director of Community Development and Planning
4. Discussion of Portable Storage Containers
Tammy Clary, Director of Community Development and Planning

***** Additional Items Not Listed on Committee but will be on Council's October 2022 Agenda*****

- Approval of Town Council Meeting Minutes from September 6th, 2022
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