



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

**Finance**

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

- |                |  |              |
|----------------|--|--------------|
| <b>TAB # 4</b> | 1. Public Comment  |              |
| <b>TAB # 5</b> | 2. May Financial Statements and Graphs                     |              |
| <b>TAB # 6</b> | 3. May Cash Balances / VML Investment Pool Update          |              |
|                | 4. Invoices Over \$10,000 Requiring Council Authorization: |              |
|                | a. RAD Sports (site work)                                  | \$187,007.50 |
|                | b. A R Chesson Construction (concession building)          | \$ 88,562.44 |
|                | c. Blair Brothers Inc. (completed street paving)           | \$180,244.00 |
|                | 5. Renewal of Farmers Bank Line of Credit                  |              |

**TUESDAY, JUNE 27<sup>th</sup>, 2017**

**4:00 p.m.**

**Parks and Recreation**

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

- |                |  |
|----------------|--|
| <b>TAB # 7</b> | 1. Public Comment  |
| <b>TAB # 8</b> | 2. Operational Update – Committee Report / 2017 Event List |
|                | 3. Update on Joseph W. Luter, Jr. Sports Complex           |
|                | a. Update from Project Manager Brian Camden                |

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

**Public Works**

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

1. Public Comment
2. Operational Updates

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

**Public Buildings & Welfare**

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

- |                 |   |
|-----------------|---|
| <b>TAB # 9</b>  | 1. Public Comment   |
| <b>TAB # 10</b> | 2. Pinewood Heights Relocation Project – Phase III Update   |
|                 | 3. Windsor Castle Restoration Project - Monthly Update  |
|                 | 4. CLOSED SESSION – Disposition of Real Property  |
|                 | 5. Commercial Sub-Lease of Town Owned Property by and between<br>Historic Windsor Castle Restoration, LLC and Smithfield VA Events,<br>Inc. |

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**\*\*\* Additional Item Not Listed on Committee but will be on Council's July 11<sup>th</sup> Agenda\*\*\***

- Approval of June 6<sup>th</sup>, Town Council Meeting Minutes
  - Motion to Accept Nominating Committee's Recommendation for Expiring Term to the Board of Zoning Appeals
-

**POLICE  
COMMITTEE**



**PROCLAMATION  
SMITHFIELD POLICE DEPARTMENT  
NATIONAL NIGHT OUT 2017**

**WHEREAS**, the National Association of Town Watch (NATW) is sponsoring a unique, nationwide crime, drug, and violence prevention program on Tuesday, August 1st, 2017 called “National Night Out”; and

**WHEREAS**, the “34th Annual National Night Out” provides a unique opportunity for Smithfield, Virginia to join forces with thousands of other communities across the country in promoting cooperative, police-community crime prevention efforts; and

**WHEREAS**, Smithfield Community Crime Prevention (S.C.C.P.) Team and the Business and Neighborhood Watch programs play vital roles in assisting the Smithfield Police Department through joint crime, drug and violence prevention efforts in Smithfield and is supporting “National Night Out 2017” locally: and

**WHEREAS**, it is essential that all citizens of Smithfield, Virginia be aware of the importance of crime prevention programs and the impact that their participation can have on reducing crime, drugs and violence in Smithfield: and

**WHEREAS**, police-community partnerships, neighborhood safety, awareness and cooperation are important themes of the “National Night Out” program;

**NOW, THEREFORE WE, THE SMITHFIELD TOWN COUNCIL MEMBERS**, do hereby call upon the citizens of Smithfield to join the Smithfield Police Department, the S.C.C.P. Team, and in supporting the “34rd Annual National Night Out” as “NATIONAL NIGHT OUT” in Smithfield, Virginia.

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

\_\_\_\_\_  
Clerk

June 26, 2017

TO: SMITHFIELD TOWN COUNCIL  
FROM: TOWN CLERK  
SUBJECT: REQUEST FOR DONATION

The Smithfield Volunteer Fire Department is requesting the donation of two (2) newer retired police vehicles in exchange for two (2) previously donated cars. The previously donated cars would be returned to the town so that they can be sold on GovDeals as surplus property.

The vehicles that they would like to return to the town are a 2007 Crown Vic with 101,132 miles and a 2000 Crown Vic with 96,189 miles. The two newer vehicles that they would like to have donated to them would be a 2008 Dodge Charger with 109,368 miles and a 2009 Dodge Charger with 120,790 miles.



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

Event Date <small>(don't include setup dates here)</small>	Times <small>(don't include setup or street closure times here)</small>	Proposed Location
8/4/17 - 8/5/17	6AM, 8/4 to 10PM, 8/5	RIVERFRONT, WINDSOR CASTLE

Event Name	SMITHFIELD GUNEA PIG BBQ COMPETITION
Event Organizer (Group Name)	SMITHFIELD FOODS
Tax Exemption ID Number	
Website	WWW.SMITHFIELDFOODS.COM

**Event Contacts**

Name	JESSIE CORBIN	Cell Phone	760-898-3761	Email	jessie@ernieball.com
Name	TAYLOR DAUS	Cell Phone	816-456-1430	Email	tdavis@smithfield.com

1st Time Event	<input checked="" type="checkbox"/>	Annual Event- how many times has event taken place?	
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Event Category  Festival  Concert  Parade  Run/Walk  Bike Race/Tour  Car Show Other **BBQ comp**

Description of Event

50 BBQ TEAMS TO COMPETE FRI/SAT FOR \$10,000 PRIZE PURSE. CATEGORIES: CHICKEN, RIBS, PORK, BRISKET + DESSERT

Average Ticket Price \$ **N/A** Participants will be  youth  adults  both \*KID'S Q&A

Expected Attendance **200-250** Largest Attendance Number and Year

What is your plan in the event of bad weather-cancel, reschedule? **RAIN OR SHINE**

Road Closures, Traffic Assistance, Windsor Castle Park Trail Closures			<input type="checkbox"/> Closure
Street Name or Park Area	Closure or Traffic Assist	Date Needed	Times Needed
TBD	TRAFFIC ASSIST + INCREASED TRAFFIC	8/4	7-9 AM
		8/5	3PM-8PM

Road Closures, if approved, will start at least 1 hour before event start. Signage with closure times is placed out in advance of closure.



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

<b>Alcohol Service and/or Sales?</b> <input checked="" type="checkbox"/> Alcohol		<b>Having music- live bands or DJ?</b> <input checked="" type="checkbox"/> Music	
<b>Date</b>	<b>Times</b>	<b>Date</b>	<b>Times</b>
8/5/17	1:00PM - 10:00PM (PENDING)	8/5/17	1:00PM - 10:00PM (TBD)

<b>List benefits of your event to the community</b>	<b>List Recipients of Proceeds</b>

Check any of the following that your event will include.			
Item	Number	Item	Number
<input checked="" type="checkbox"/> Food, Caterer	TBD/200 camp	<input checked="" type="checkbox"/> Food, by Organization	TBD
<input type="checkbox"/> Retail Vendors Non-Profit		<input type="checkbox"/> Retail Vendors For Profit	
<input checked="" type="checkbox"/> Port-a-Potties	20-25	<input type="checkbox"/> Fencing/Barricades	
<input checked="" type="checkbox"/> Trash Cans	20-25	<input checked="" type="checkbox"/> Generators	50+
<input checked="" type="checkbox"/> Dumpsters	2-ROLLERS	<input checked="" type="checkbox"/> Special Lighting	TBD
<input checked="" type="checkbox"/> Recycle Containers	2-3	<input checked="" type="checkbox"/> Golf carts/ATVs	2-3
<input type="checkbox"/> First Responders- EMS, Fire		<b>RV'S / MOTORHOMES</b>	<b>50+</b>
<b>Item</b>	<b>Number</b>	<b>Sizes</b>	
Tents			
Staging			
<input checked="" type="checkbox"/> Allowing pets	<input type="checkbox"/> Fireworks	<input type="checkbox"/> Providing Shuttle Service	

Certificate of insurance for \$1,000,000 is required (certificate of insurance must be presented prior to event)

<b>Policy Number</b>	630-OJ258369
<b>Name of Insurance Liability Carrier</b>	MORRIS + GARRITANO INSURANCE AGENCY
<b>Insurance Company Address</b>	PO DRAWER 1189, SAN LUIS OBISPO, CA 93406



Town of Smithfield  
Special Event Application for Permit

Insurance Company Phone Number (805) 543-6887 x 368

I have received, read thoroughly, understand and will comply with the policies and procedures governing special events held in the Town of Smithfield.

Event Organizer's Signature	<i>Jessalea Corbin</i>	Date	3/20/17
Print Name	JESSALEA (JESSIE) CORBIN		

Attach the following documents:

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

Stallings Farm

Jericho Rd

Road Block

Judging Tent

Refer Truck

Jericho Rd

VIP Area

GGA Trailer

Restrooms

Water Truck

Dumpster

BBQ Competition Area



Toilets

Road Block

Jericho Rd

Restrooms

Handicap Parking

Vendors

Vendors

Stage

Jericho Rd

Public Parking

**FINANCE  
COMMITTEE**

**Town of Smithfield  
General Fund Operating Budget**

**2% COLA  
1 new position**

Description	Proposed 2017/2018	Amended 2016/2017	Adopted 2016/2017	Actual as of 05/31/17	Remaining Budget	% of budget
<b>Revenue</b>						
<b>General Fund revenues</b>						
<b>General Fund revenues</b>						
<b>Real Estate Tax</b>						
Current RE Tax	1,695,000.00	1,695,000.00	1,686,000.00	<b>1,695,362.83</b>	(362.83)	100.02%
Delinquent RE Tax	15,000.00	15,000.00	23,200.00	<b>14,967.25</b>	32.75	99.78%
Current RE Penalty	3,900.00	4,050.00	6,500.00	<b>4,065.73</b>	(15.73)	100.39%
Delinquent RE Penalty	2,270.00	2,280.00	2,500.00	<b>2,278.77</b>	1.23	99.95%
Current RE Interest	415.00	450.00	745.00	<b>460.98</b>	(10.98)	102.44%
Delinquent RE Interest	4,600.00	4,625.00	4,100.00	<b>4,623.58</b>	1.42	99.97%
<b>Total Real Estate Taxes</b>	<b>1,721,185.00</b>	<b>1,721,405.00</b>	<b>1,723,045.00</b>	<b>1,721,759.14</b>	(354.14)	100.02%
<b>Personal Property Tax</b>						
Current PP Tax	605,000.00	605,000.00	583,000.00	<b>617,538.96</b>	(12,538.96)	102.07%
Delinquent PP Tax	16,500.00	(159,000.00)	16,500.00	<b>(152,521.00)</b>	(6,479.00)	95.93%
Current PP Penalty	13,000.00	14,780.00	13,000.00	<b>15,094.26</b>	(314.26)	102.13%
Delinquent PP Penalty	6,800.00	6,550.00	4,300.00	<b>6,696.02</b>	(146.02)	102.23%
Current PP Interest	700.00	880.00	1,200.00	<b>941.86</b>	(61.86)	107.03%
Delinquent PP Interest	5,900.00	(33,140.00)	3,000.00	<b>(33,223.19)</b>	83.19	100.25%
<b>Total Personal Property Tax</b>	<b>647,900.00</b>	<b>435,070.00</b>	<b>621,000.00</b>	<b>454,526.91</b>	(19,456.91)	104.47%
<b>Public Service Corporations Tax</b>						
Current RE Tax	30,450.00	30,450.00	29,774.00	<b>30,452.56</b>	(2.56)	100.01%
Current PP Tax	576.00	576.00	750.00	<b>576.93</b>	(0.93)	100.16%
<b>Total Public Service Tax</b>	<b>31,026.00</b>	<b>31,026.00</b>	<b>30,524.00</b>	<b>31,029.49</b>	(3.49)	100.01%
<b>Miscellaneous Receipts Over/Short</b>						
	20.00	20.00	10.00	<b>17.69</b>	2.31	88.45%
<b>Total Over/Short</b>	<b>20.00</b>	<b>20.00</b>	<b>10.00</b>	<b>17.69</b>	2.31	88.45%
<b>Other Local Taxes</b>						
Franchise Tax	136,955.00	136,955.00	137,645.00	<b>135,108.81</b>	1,846.19	98.65%
Cigarette Tax	169,000.00	169,000.00	150,000.00	<b>169,168.16</b>	(168.16)	100.10%
Transient Occupancy Tax	190,000.00	190,000.00	216,000.00	<b>141,885.11</b>	48,114.89	74.68%
Meals Tax-4.25%	1,130,840.00	1,121,500.00	1,112,623.00	<b>935,548.24</b>	185,951.76	83.42%
Meals Tax-2%	532,000.00	532,000.00	523,470.00	<b>444,668.38</b>	87,331.62	83.58%
Sales Tax	340,000.00	331,000.00	320,000.00	<b>277,865.55</b>	53,134.45	83.95%
Consumption Tax	49,000.00	47,000.00	47,000.00	<b>37,605.97</b>	9,394.03	80.01%
Utility Tax	192,000.00	190,000.00	190,000.00	<b>148,717.14</b>	41,282.86	78.27%
Business Licenses	365,000.00	365,000.00	365,000.00	<b>375,462.82</b>	(10,462.82)	102.87%
Business Licenses Penalty	2,000.00	2,000.00	2,000.00	<b>4,535.66</b>	(2,535.66)	226.78%
Business Licenses Interest	600.00	600.00	600.00	<b>219.57</b>	380.43	36.60%
Peg Channel Capital Fee	1,940.00	1,920.00	-	<b>1,921.30</b>	(1.30)	100.07%

**Town of Smithfield  
General Fund Operating Budget**

**2% COLA  
1 new position**

Description	Proposed 2017/2018	Amended 2016/2017	Adopted 2016/2017	Actual as of 05/31/17	Remaining Budget	% of budget
Vehicle License Tags	-	-	-	6.00	(6.00)	100.00%
Vehicle License	140,500.00	140,500.00	136,500.00	145,657.26	(5,157.26)	103.67%
<b>Total Other Local Taxes</b>	3,249,835.00	3,227,475.00	3,200,838.00	2,818,369.97	409,105.03	87.32%
<b><u>Licenses, Permits &amp; Fees</u></b>						
Permits & Other Licenses	15,000.00	20,000.00	15,000.00	20,231.00	(231.00)	101.16%
Inspection Fees-Subdivision	6,000.00	6,450.00	3,000.00	6,750.00	(300.00)	104.65%
Administrative Collection Fees-DMV Stops	-	-	-	60.00	(60.00)	0.00%
WC Dog Park Registration	2,000.00	2,000.00	2,300.00	1,959.00	41.00	97.95%
Consultant Review Fees	1,500.00	3,000.00	3,000.00	2,925.00	75.00	97.50%
<b>Total Licenses, permits and privilege fees</b>	24,500.00	31,450.00	23,300.00	31,925.00	(475.00)	101.51%
<b><u>Fines &amp; Costs</u></b>						
Public Defender Fee	-	-	-	-	-	0.00%
Fines & Costs	60,000.00	60,000.00	70,000.00	49,839.54	10,160.46	83.07%
<b>Total Fines &amp; Forfeitures</b>	60,000.00	60,000.00	70,000.00	49,839.54	10,160.46	83.07%
<b><u>From Use of Money and Property</u></b>						
General Fund Interest	6,000.00	16,500.00	8,000.00	16,638.35	(138.35)	100.84%
Beautification Fund Interest	-	-	-	73.62	(73.62)	100.00%
Rentals	20,000.00	19,750.00	19,750.00	18,214.94	1,535.06	92.23%
Smithfield Center Rentals	158,000.00	158,000.00	180,000.00	143,101.92	14,898.08	90.57%
Smithfield Center Vendor Programs	5,500.00	5,500.00	6,000.00	5,500.00	-	100.00%
Kayak Rentals	9,000.00	9,000.00	9,000.00	6,983.00	2,017.00	77.59%
Special Events	22,000.00	22,000.00	17,000.00	20,107.88	1,892.12	91.40%
Fingerprinting Fees	1,400.00	1,400.00	1,200.00	1,450.00	(50.00)	103.57%
Museum Gift Shop Sales	10,000.00	12,000.00	9,400.00	12,042.14	(42.14)	100.35%
Museum Programs/Lecture Fees	2,100.00	2,100.00	1,500.00	1,640.00	460.00	78.10%
Sale of Equipment/Buildings	10,000.00	9,100.00	8,000.00	9,872.10	(772.10)	108.48%
Lease of Land	600.00	600.00	500.00	600.00	-	100.00%
<b>Total revenue from use of money and property</b>	244,600.00	255,950.00	260,350.00	236,223.95	19,726.05	92.29%
<b><u>Miscellaneous Revenue</u></b>						
Other Revenue	2,100.00	2,800.00	2,100.00	2,775.00	25.00	99.11%
Cash Proffer Revenues-pass through to fire/rescue	-	-	-	510.00	(510.00)	0.00%
Virginia Municipal Group Safety Grant	3,500.00	4,000.00	4,000.00	3,519.00	481.00	87.98%
<b>Total Miscellaneous Revenue</b>	5,600.00	6,800.00	6,100.00	6,804.00	(4.00)	100.06%
<b><u>From Reserves</u></b>						
Restricted Reserves-Police Department (CD)	-	65,690.00	-	15,690.00	50,000.00	23.88%
Reserves-Pinewood Escrow	-	289,318.00	-	289,317.78	0.22	100.00%
Reserves-Restricted for Ball Fields	1,079,303.00	1,445,697.00	3,025,000.00	301,631.57	1,144,065.43	20.86%

**Town of Smithfield  
General Fund Operating Budget**

**2% COLA  
1 new position**

Description	Proposed 2017/2018	Amended 2016/2017	Adopted 2016/2017	Actual as of 05/31/17	Remaining Budget	% of budget
From Operating Reserves	74,727.00	-	450,213.00	-	-	0.00%
<b>Total From Reserves</b>	<b>1,154,030.00</b>	<b>1,800,705.00</b>	<b>3,475,213.00</b>	<b>606,639.35</b>	<b>1,194,065.65</b>	<b>33.69%</b>
<b><u>Intergovernmental Virginia</u></b>						
Law Enforcement	166,736.00	166,736.00	161,533.00	<b>125,052.00</b>	41,684.00	75.00%
Litter Control Grant	3,232.00	3,232.00	3,354.00	<b>3,232.00</b>	-	100.00%
Police Block Grants-State	-	-	-	-	-	0.00%
Communications Tax	225,000.00	225,000.00	232,000.00	168,416.52	56,583.48	74.85%
Rolling Stock	16.00	18.00	18.00	<b>16.23</b>	1.77	90.17%
Rental Tax	3,800.00	4,000.00	4,000.00	<b>3,630.77</b>	369.23	90.77%
Asset Forfeiture	-	-	-	-	-	0.00%
PPTRA State Revenue	240,795.00	240,795.00	240,795.00	<b>240,794.89</b>	0.11	100.00%
TRIAD Grant	2,250.00	2,250.00	2,250.00	<b>2,250.00</b>	-	100.00%
Fire Programs	25,637.00	25,627.00	25,627.00	-	25,627.00	0.00%
VCA Grant	5,000.00	5,000.00	5,000.00	<b>5,000.00</b>	-	100.00%
VDEM Grant (state portion)	28,500.00	-	-	-	-	0.00%
SNAP Program	30.00	100.00	100.00	<b>30.00</b>	70.00	30.00%
<b>Total State Revenue</b>	<b>700,996.00</b>	<b>672,758.00</b>	<b>674,677.00</b>	<b>548,422.41</b>	<b>124,335.59</b>	<b>81.29%</b>
<b><u>Intergovernmental Federal</u></b>						
Police Federal Grants	3,500.00	3,500.00	3,500.00	392.50	3,107.50	11.21%
Boat Ramp Grant	-	-	252,815.00	-	-	0.00%
VDEM Grant (federal portion)	161,500.00	-	-	-	-	0.00%
Pinewood Heights CDBG Relocation Grant Phase III	-	704,260.00	697,260.00	374,434.68	329,825.32	53.17%
<b>Total Federal Revenue</b>	<b>165,000.00</b>	<b>707,760.00</b>	<b>953,575.00</b>	<b>374,827.18</b>	<b>332,932.82</b>	<b>52.96%</b>
<b><u>Other Financing Sources</u></b>						
<b><u>Operating Transfers In</u></b>						
Transfer In for Debt Service	-	-	-	-	-	0.00%
<b>Total Operating Transfers In</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b><u>Other Financing Sources</u></b>						
Line of Credit Proceeds	250,000.00	250,000.00	500,000.00	-	250,000.00	0.00%
Note Proceeds	1,979,553.00	2,655,447.00	3,597,725.00	1,675,000.00	980,447.00	63.08%
Insurance Recoveries	-	26,055.00	-	<b>26,443.74</b>	(388.74)	101.49%
<b>Total Other Financing Sources</b>	<b>2,229,553.00</b>	<b>2,931,502.00</b>	<b>4,097,725.00</b>	<b>1,701,443.74</b>	<b>1,230,058.26</b>	<b>41.52%</b>
<b><u>Contributions</u></b>						
CHIPS Contributions	13,000.00	3,700.00	3,700.00	<b>7,039.00</b>	(3,339.00)	190.24%
Contributions -IOW County-M&T Tax	-	214,203.00	-	<b>214,203.96</b>	(0.96)	100.00%
Contributions-Windsor Castle Park Foundation	-	10,000.00	-	<b>10,000.00</b>	-	100.00%
Contributions-Smithfield VA Events	34,000.00	34,000.00	32,000.00	<b>34,000.00</b>	-	100.00%

**Town of Smithfield  
General Fund Operating Budget**

**2% COLA  
1 new position**

Description	Proposed 2017/2018	Amended 2016/2017	Adopted 2016/2017	Actual as of 05/31/17	Remaining Budget	% of budget
Contributions-Museum	12,200.00	11,650.00	11,650.00	11,055.00	595.00	94.89%
Contributions-Public Safety	-	1,583.00	-	1,583.46	(0.46)	100.03%
Contributions-Public Ball Fields	50,000.00	650,000.00	50,000.00	650,000.00	-	100.00%
<b>Total Contributions</b>	109,200.00	925,136.00	97,350.00	927,881.42	(2,745.42)	100.30%
<hr/>						
<b>Total General Fund Revenue</b>	10,343,445.00	12,807,057.00	15,233,707.00	9,509,709.79	3,297,347.21	74.25%
<hr/>						
<b>Less Revenues, Loan Funds, Grants and Contributions related to capital projects</b>						
Line of Credit Proceeds	(250,000.00)	(250,000.00)	(500,000.00)	-	(250,000.00)	0.00%
Debt Proceeds	(1,979,553.00)	(2,655,447.00)	(3,597,725.00)	(1,675,000.00)	(980,447.00)	63.08%
Cash Proffer Revenues	-	-	-	(510.00)	510.00	0.00%
Meals tax-special projects	(532,000.00)	(532,000.00)	(523,470.00)	(444,668.38)	(87,331.62)	83.58%
From Operating Reserves	(74,727.00)	-	(450,213.00)	-	-	0.00%
Pinewood Heights Reserves	-	(289,318.00)	-	(289,317.78)	(0.22)	100.00%
PD Reserves	-	(65,690.00)	-	(15,690.00)	(50,000.00)	23.88%
Beautification Fund Reserves	-	-	-	-	-	0.00%
Ball Field Reserves	(1,079,303.00)	(1,445,697.00)	(3,025,000.00)	(301,631.57)	(1,144,065.43)	20.86%
Contributions-WC Park	-	(10,000.00)	-	(10,000.00)	-	100.00%
Contributions to Ball Fields	(50,000.00)	(650,000.00)	(50,000.00)	(650,000.00)	-	100.00%
Contributions-Smithfield VA Events	(34,000.00)	(34,000.00)	(32,000.00)	(34,000.00)	-	100.00%
Pinewood Heights Phase III CDBG Funds	-	(704,260.00)	(697,260.00)	(374,434.68)	(329,825.32)	53.17%
Dam Grants -State and Federal	(190,000.00)	-	-	-	-	0.00%
Boat Ramp Grant	-	-	(252,815.00)	-	-	0.00%
Pinewood Heights Relocation Project -Grant	-	-	-	-	-	0.00%
<hr/>						
<b>Total Non-operating Revenues</b>	(4,189,583.00)	(6,636,412.00)	(9,128,483.00)	(3,795,252.41)	(2,841,159.59)	57.19%
<hr/>						
<b>Total General Fund Operating Revenues</b>	6,153,862.00	6,170,645.00	6,105,224.00	5,714,457.38	456,187.62	92.61%

**General Fund Budget  
Expenses**

**2% COLA  
1 new position**

Description	Proposed 2017/2018	Amended 2016/2017	Adopted 2016/2017	Actual as of 05/31/17	Remaining Budget	% of budget
<b>GENERAL GOVERNMENT</b>						
<b>Town Council</b>						
Salaries	40,500.00	40,000.00	40,000.00	37,455.00	2,545.00	93.64%
FICA	3,240.00	3,200.00	3,352.00	2,940.81	259.19	91.90%
Employee Wellness/Assistance Plan	1,344.00	1,344.00	1,344.00	1,078.00	266.00	80.21%
Legal Fees	65,000.00	65,000.00	65,000.00	35,221.25	29,778.75	54.19%

**Town of Smithfield  
General Fund Operating Budget**

**2% COLA  
1 new position**

<b>Description</b>	<b>Proposed 2017/2018</b>	<b>Amended 2016/2017</b>	<b>Adopted 2016/2017</b>	<b>Actual as of 05/31/17</b>	<b>Remaining Budget</b>	<b>% of budget</b>
Election Expense	3,700.00	-	-	-	-	0.00%
Maintenance contracts	660.00	600.00	600.00	300.00	300.00	50.00%
Advertising	27,000.00	30,000.00	25,000.00	22,006.34	7,993.66	73.35%
Professional Services	10,000.00	10,152.00	40,000.00	-	10,152.00	0.00%
Records Management maint & upgrades	5,880.00	5,880.00	5,292.00	4,885.00	995.00	83.08%
Site Plan Review	3,000.00	3,000.00	5,000.00	320.00	2,680.00	10.67%
Insurance	19,550.00	18,820.00	18,820.00	18,270.00	550.00	97.08%
Supplies	20,000.00	20,000.00	20,000.00	16,602.61	3,397.39	83.01%
Travel & Training	6,500.00	6,500.00	6,500.00	2,651.05	3,848.95	40.79%
Subscriptions/Memberships	9,200.00	9,200.00	9,200.00	9,075.00	125.00	98.64%
Council Approved Items	12,000.00	12,000.00	12,000.00	6,917.93	5,082.07	57.65%
Public Defender Fees	2,000.00	4,000.00	4,000.00	360.00	3,640.00	9.00%
Bank Charges	700.00	625.00	625.00	670.16	(45.16)	107.23%
SpecialProjects	3,000.00	3,000.00	3,000.00	568.69	2,431.31	18.96%
Smithfield CHIPS program	6,400.00	6,400.00	4,750.00	361.20	6,038.80	5.64%
Update Town Charter & Code	3,000.00	3,000.00	3,000.00	900.00	2,100.00	30.00%
Annual Christmas Parade	350.00	200.00	200.00	-	200.00	0.00%
<b>Total Town Council</b>	<b>243,024.00</b>	<b>242,921.00</b>	<b>267,683.00</b>	<b>160,583.04</b>	<b>82,337.96</b>	<b>66.11%</b>
<b><u>Town Manager</u></b>						
Salaries	327,794.00	322,450.00	313,814.00	261,442.81	61,007.19	81.08%
FICA	26,224.00	25,796.00	25,105.00	18,058.32	7,737.68	70.00%
VSRS	21,036.00	20,390.00	19,695.00	17,456.51	2,933.49	85.61%
Disability	505.00	372.00	-	289.10	82.90	77.72%
Health	73,885.00	66,185.00	62,245.00	66,182.58	2.42	100.00%
Auto Expense	500.00	500.00	500.00	16.00	484.00	3.20%
Maintenance Contracts	2,800.00	2,800.00	2,800.00	2,795.63	4.37	99.84%
Communications	17,500.00	17,000.00	17,000.00	14,627.69	2,372.31	86.05%
Insurance	2,580.00	2,330.00	2,330.00	2,230.20	99.80	95.72%
Supplies	5,000.00	5,000.00	4,000.00	5,193.47	(193.47)	103.87%
Dues & Subscriptions	4,805.00	3,355.00	3,355.00	3,096.48	258.52	92.29%
Computer & technology expenses	13,000.00	13,000.00	13,000.00	10,204.62	2,795.38	78.50%
Travel & Training	8,800.00	7,800.00	7,800.00	7,158.31	641.69	91.77%
Other	100.00	100.00	100.00	111.00	(11.00)	111.00%
<b>Total Town Manager</b>	<b>504,529.00</b>	<b>487,078.00</b>	<b>471,744.00</b>	<b>408,862.72</b>	<b>78,215.28</b>	<b>83.94%</b>
<b><u>Treasurer</u></b>						
Salaries	305,007.00	299,575.00	299,575.00	261,593.04	37,981.96	87.32%
FICA	24,400.00	23,966.00	23,966.00	19,558.33	4,407.67	81.61%
VSRS	20,941.00	20,177.00	20,177.00	18,819.11	1,357.89	93.27%

**Town of Smithfield  
General Fund Operating Budget**

**2% COLA  
1 new position**

<b>Description</b>	<b>Proposed 2017/2018</b>	<b>Amended 2016/2017</b>	<b>Adopted 2016/2017</b>	<b>Actual as of 05/31/17</b>	<b>Remaining Budget</b>	<b>% of budget</b>
Health	49,842.00	47,470.00	47,470.00	47,468.17	1.83	100.00%
Disability	162.00	160.00	160.00	132.90	27.10	83.06%
Audit	12,750.00	12,250.00	12,250.00	12,250.00	-	100.00%
Depreciation Software	1,600.00	1,600.00	2,900.00	1,600.00	-	100.00%
Communications	9,500.00	8,500.00	9,500.00	6,685.40	1,814.60	78.65%
Computer & technology expenses	5,000.00	5,000.00	5,000.00	473.65	4,526.35	9.47%
Data Processing	20,000.00	20,000.00	20,000.00	17,491.35	2,508.65	87.46%
Service contracts-includes MUNIS	58,000.00	22,000.00	58,000.00	20,459.56	1,540.44	93.00%
Insurance	2,590.00	2,410.00	2,410.00	2,305.68	104.32	95.67%
Supplies	9,000.00	11,700.00	11,700.00	8,624.19	3,075.81	73.71%
Dues & Subscriptions	1,200.00	1,950.00	1,200.00	1,866.50	83.50	95.72%
Credit Card Processing	1,000.00	1,000.00	1,000.00	689.22	310.78	68.92%
Cigarette Tax Stamps	3,170.00	3,030.00	3,030.00	2,970.00	60.00	98.02%
Travel & Training	1,000.00	250.00	1,000.00	76.00	174.00	30.40%
Other	100.00	235.00	100.00	230.22	4.78	97.97%
<b>Total Treasurer</b>	<b>525,262.00</b>	<b>481,273.00</b>	<b>519,438.00</b>	<b>423,293.32</b>	<b>57,979.68</b>	<b>87.95%</b>
<b>PUBLIC SAFETY</b>						
<b>Police Department</b>						
Salaries	1,427,901.00	1,461,705.00	1,461,705.00	1,183,517.43	278,187.57	80.97%
FICA	114,232.00	116,940.00	116,940.00	85,823.03	31,116.97	73.39%
VSRS	89,103.00	76,640.00	76,640.00	66,913.59	9,726.41	87.31%
Health Insurance	264,147.00	206,195.00	206,195.00	195,403.03	10,791.97	94.77%
Disability	160.00	160.00	160.00	132.90	27.10	83.06%
Pre-Employment Test	1,000.00	3,000.00	1,000.00	2,772.00	228.00	92.40%
Uniforms	22,000.00	24,000.00	24,000.00	16,575.67	7,424.33	69.07%
Service Contracts	40,000.00	38,000.00	38,000.00	33,768.28	4,231.72	88.86%
Communications	50,000.00	50,000.00	53,000.00	38,691.64	11,308.36	77.38%
Computer & Technology Expenses	13,000.00	13,000.00	15,000.00	5,123.93	7,876.07	39.41%
Insurance	57,805.00	53,490.00	54,580.00	53,489.12	0.88	100.00%
Ins. - LODA	11,915.00	11,348.00	10,896.00	11,347.40	0.60	99.99%
Materials & Supplies	24,000.00	24,000.00	24,000.00	16,040.71	7,959.29	66.84%
Dues & Subscriptions	6,800.00	6,550.00	6,550.00	6,564.29	(14.29)	100.22%
Equipment	15,000.00	15,000.00	7,500.00	15,041.53	(41.53)	100.28%
Radio & Equipment repairs	2,000.00	3,200.00	2,000.00	3,262.17	(62.17)	101.94%
Vehicle Maintenance	40,000.00	40,000.00	40,000.00	27,942.55	12,057.45	69.86%
Gas	41,500.00	41,500.00	45,000.00	32,863.81	8,636.19	79.19%
Tires	7,000.00	7,000.00	7,000.00	2,921.62	4,078.38	41.74%
Travel & Training	30,000.00	30,000.00	30,000.00	24,610.29	5,389.71	82.03%
Special Events	1,000.00	1,000.00	1,000.00	352.66	647.34	35.27%
Police Grants	1,500.00	1,500.00	2,500.00	-	1,500.00	0.00%

**Town of Smithfield  
General Fund Operating Budget**

**2% COLA  
1 new position**

<b>Description</b>	<b>Proposed 2017/2018</b>	<b>Amended 2016/2017</b>	<b>Adopted 2016/2017</b>	<b>Actual as of 05/31/17</b>	<b>Remaining Budget</b>	<b>% of budget</b>
Investigation expenses	5,000.00	5,000.00	5,000.00	1,214.96	3,785.04	24.30%
Asset Forfeiture	-	100.00	-	100.00	-	100.00%
Other	500.00	500.00	500.00	292.96	207.04	58.59%
<b>Total Police Department</b>	<b>2,265,563.00</b>	<b>2,229,828.00</b>	<b>2,229,166.00</b>	<b>1,824,765.57</b>	<b>405,062.43</b>	<b>81.83%</b>
<b><u>Fire Department</u></b>						
Fuel Fund & Travel	13,000.00	13,000.00	13,000.00	13,000.00	-	100.00%
State Pass Thru	25,637.00	25,627.00	25,627.00	-	25,627.00	0.00%
<b>Total Fire Department</b>	<b>38,637.00</b>	<b>38,627.00</b>	<b>38,627.00</b>	<b>13,000.00</b>	<b>25,627.00</b>	<b>33.66%</b>
<b><u>Contributions-Public Safety</u></b>						
E911 Dispatch Center	210,513.00	248,079.00	252,446.00	133,919.04	114,159.96	53.98%
Fire Department Rescue Truck	-	10,000.00	10,000.00	10,000.00	-	100.00%
<b>Total Contributions-Public Safety</b>	<b>210,513.00</b>	<b>258,079.00</b>	<b>262,446.00</b>	<b>143,919.04</b>	<b>114,159.96</b>	<b>55.77%</b>
<b><u>PARKS, RECREATION &amp; CULTURAL</u></b>						
<b><u>Parks &amp; Recreation</u></b>						
Salaries	112,818.00					
FICA	9,025.00					
VSRS	7,788.00					
Health	25,063.00					
Uniforms	3,000.00					
Advertising	20,500.00					
Dues & Subscriptions	2,000.00					
Travel & Training	2,000.00					
<b>Total Parks &amp; Recreation</b>	<b>182,194.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Smithfield Center</u></b>						
Salaries	149,889.00	215,208.00	215,208.00	175,711.44	39,496.56	81.65%
FICA	11,992.00	17,220.00	17,220.00	13,436.84	3,783.16	78.03%
VSRS	7,819.00	10,096.00	10,096.00	9,416.44	679.56	93.27%
Health	23,277.00	30,996.00	30,996.00	30,996.01	(0.01)	100.00%
Uniforms	-	1,200.00	1,200.00	846.74	353.26	70.56%
Contracted Services	17,500.00	17,500.00	17,500.00	15,751.12	1,748.88	90.01%
Retail Sales & Use Tax	800.00	800.00	800.00	654.14	145.86	81.77%
Utilities	25,000.00	25,000.00	25,000.00	20,201.45	4,798.55	80.81%
Communications	21,000.00	19,000.00	19,000.00	17,510.49	1,489.51	92.16%
Computer & technology expenses	4,000.00	4,000.00	4,000.00	1,895.09	2,104.91	47.38%
Dues & Subscriptions	-	1,500.00	1,500.00	1,556.00	(56.00)	103.73%
Insurance	6,115.00	5,900.00	5,900.00	5,714.08	185.92	96.85%

**Town of Smithfield  
General Fund Operating Budget**

**2% COLA  
1 new position**

<b>Description</b>	<b>Proposed 2017/2018</b>	<b>Amended 2016/2017</b>	<b>Adopted 2016/2017</b>	<b>Actual as of 05/31/17</b>	<b>Remaining Budget</b>	<b>% of budget</b>
Kitchen Supplies	3,000.00	3,000.00	3,000.00	2,617.46	382.54	87.25%
Office Supplies/Other Supplies	5,000.00	5,000.00	5,000.00	3,508.91	1,491.09	70.18%
Food Service & Beverage Supplies	6,000.00	6,000.00	6,000.00	5,127.07	872.93	85.45%
AV Supplies	3,000.00	3,000.00	3,000.00	2,045.72	954.28	68.19%
Repairs & Maintenance	40,000.00	40,000.00	40,000.00	28,504.19	11,495.81	71.26%
Landscaping	12,000.00	12,000.00	12,000.00	11,913.27	86.73	99.28%
Travel & Training	-	2,000.00	2,000.00	2,260.28	(260.28)	113.01%
Programming Expenses	-	500.00	500.00	-	500.00	0.00%
Advertising	-	20,000.00	20,000.00	14,943.18	5,056.82	74.72%
Refund event deposits	7,000.00	8,900.00	7,000.00	8,891.70	8.30	99.91%
Credit card processing expense	4,500.00	4,500.00	4,500.00	3,710.38	789.62	82.45%
<b>Total Smithfield Center</b>	<b>347,892.00</b>	<b>453,320.00</b>	<b>451,420.00</b>	<b>377,212.00</b>	<b>76,108.00</b>	<b>83.21%</b>
<b><u>Contributions-Parks, Recreation and Cultural</u></b>						
Historic Windsor Castle Restoration	1,490,000.00	510,000.00	-	500,000.00	10,000.00	98.04%
Farmers Market	3,000.00	3,000.00	3,000.00	3,000.00	-	100.00%
TUMC Parking Lot	1,500.00	1,500.00	1,500.00	1,625.00	(125.00)	108.33%
Hampton Roads Planning District Commission	9,731.00	10,000.00	10,000.00	9,756.75	243.25	97.57%
Isle of Wight Arts League	10,000.00	10,000.00	10,000.00	10,000.00	-	100.00%
Friends of the Library	4,888.00	8,000.00	8,000.00	1,500.00	6,500.00	18.75%
Total Contributions-Park, Recreation and Cultural	1,519,119.00	542,500.00	32,500.00	525,881.75	16,618.25	96.94%
<b><u>Windsor Castle Park</u></b>						
Salaries	84,872.00	66,935.00	66,935.00	55,349.76	11,585.24	82.69%
FICA	6,790.00	5,355.00	5,355.00	4,080.15	1,274.85	76.19%
VSRS	5,097.00	4,000.00	4,000.00	3,659.56	340.44	91.49%
Health	19,429.00	12,705.00	12,705.00	11,136.06	1,568.94	87.65%
Contracted Services	11,000.00	11,000.00	6,500.00	9,018.99	1,981.01	81.99%
Insurance	10,000.00	8,935.00	8,935.00	8,604.56	330.44	96.30%
Grass Cutting	30,000.00	30,000.00	30,000.00	26,599.01	3,400.99	88.66%
Kayak/Watersports expenses	1,500.00	1,500.00	1,500.00	-	1,500.00	0.00%
Professional Services	-	10,000.00	10,000.00	-	10,000.00	0.00%
Utilities	7,000.00	7,000.00	7,000.00	3,701.49	3,298.51	52.88%
Supplies	5,000.00	5,000.00	5,000.00	693.02	4,306.98	13.86%
Repairs & Maintenance	40,000.00	40,000.00	40,000.00	19,410.72	20,589.28	48.53%
Total Windsor Castle Park	220,688.00	202,430.00	197,930.00	142,253.32	60,176.68	70.27%
<b><u>Museum</u></b>						
Salaries	105,832.00	104,255.00	104,255.00	87,332.35	16,922.65	83.77%
FICA	8,467.00	8,340.00	8,340.00	6,529.61	1,810.39	78.29%
VSRS	4,116.00	3,696.00	3,696.00	3,446.96	249.04	93.26%
Health	12,187.00	9,330.00	7,220.00	9,327.00	3.00	99.97%

**Town of Smithfield  
General Fund Operating Budget**

**2% COLA  
1 new position**

Description	Proposed 2017/2018	Amended 2016/2017	Adopted 2016/2017	Actual as of 05/31/17	Remaining Budget	% of budget
<b>Operating expenses</b>						
Contracted services	4,100.00	4,100.00	2,500.00	3,940.55	159.45	96.11%
Communications	700.00	500.00	700.00	499.18	0.82	99.84%
Computer and Technology	-	-	-	-	-	0.00%
Insurance	2,175.00	1,919.00	1,772.00	1,919.08	(0.08)	100.00%
Supplies	4,700.00	7,075.00	4,700.00	6,874.90	200.10	97.17%
Advertising	1,500.00	100.00	1,500.00	49.90	50.10	49.90%
Travel/Training	200.00	50.00	200.00	32.18	17.82	64.36%
Dues & Subscriptions	800.00	175.00	800.00	154.00	21.00	88.00%
<b>Gift Shop-to be funded by gift shop proceeds</b>						
Gift Shop expenses	9,000.00	9,000.00	9,000.00	7,657.57	1,342.43	85.08%
Sales & Use Tax	775.00	700.00	700.00	693.06	6.94	99.01%
Credit card processing fees	800.00	1,000.00	1,000.00	586.27	413.73	58.63%
<b>Total Museum</b>	<b>155,352.00</b>	<b>150,240.00</b>	<b>146,383.00</b>	<b>129,042.61</b>	<b>21,197.39</b>	<b>85.89%</b>
<b>Other Parks &amp; Recreation</b>						
Jersey Park Playground	750.00	750.00	750.00	157.31	592.69	20.97%
Pinewood Playground	500.00	500.00	500.00	157.31	342.69	31.46%
Clontz Park	1,550.00	2,240.00	1,500.00	2,098.90	141.10	93.70%
Cypress Creek No Wake Zone			-	-	-	0.00%
SNAP Program			-	-	-	0.00%
Waterworks Dam			-	-	-	0.00%
Waterworks Lake (park area)	500.00	500.00	-	480.00	20.00	96.00%
Haydens Lane Maintenance	1,000.00	1,000.00	1,000.00	485.75	514.25	48.58%
Veterans War Memorial	750.00	750.00	750.00	972.48	(222.48)	129.66%
Public Ballfields	50,000.00	-	-	-	-	0.00%
Fireworks	2,000.00	2,000.00	2,000.00	2,000.00	-	100.00%
<b>Total Parks &amp; Recreation</b>	<b>57,050.00</b>	<b>7,740.00</b>	<b>6,500.00</b>	<b>6,351.75</b>	<b>1,388.25</b>	<b>82.06%</b>
<b>COMMUNITY DEVELOPMENT</b>						
<b>Pinewood Heights</b>						
<b>Non-CDBG Contributed Operating Expenses</b>						
<b>Administration</b>						
Precontract Administration		10,000.00	10,000.00	-	10,000.00	0.00%
Management Assistance		30,820.00	30,820.00	18,225.11	12,594.89	59.13%
Monitoring/Closeout		5,000.00	5,000.00	-	5,000.00	0.00%
<b>Permanent Relocation</b>						
Owner Occupied Households		50,000.00	-	49,949.23	50.77	99.90%
Renter Occupied Households		79,688.00	-	1,625.74	78,062.26	2.04%
Moving Costs		25,800.00	25,800.00	13,500.00	12,300.00	52.33%
Relocation Specialist		24,975.00	24,975.00	14,810.00	10,165.00	59.30%

**Town of Smithfield  
General Fund Operating Budget**

**2% COLA  
1 new position**

Description	Proposed 2017/2018	Amended 2016/2017	Adopted 2016/2017	Actual as of 05/31/17	Remaining Budget	% of budget
<b><u>Acquisition</u></b>						
Owner Acquisition		1,386.00	1,386.00	72,684.00	(71,298.00)	5244.16%
Renter Acquisition		759,200.00	759,200.00	580,586.00	178,614.00	76.47%
Vacant Lot Acquisition		610.00	610.00	130.00	480.00	21.31%
Appraisal/Legal		16,790.00	16,790.00	8,800.00	7,990.00	52.41%
<b><u>Acquisition Specialist</u></b>						
		27,306.00	27,306.00	13,920.75	13,385.25	50.98%
<b><u>Clearance &amp; Demolition</u></b>						
		52,200.00	52,200.00	12,537.31	39,662.69	24.02%
<b>Subtotal Non CDBG</b>		1,083,775.00	954,087.00	786,768.14	297,006.86	72.60%
<b>CDBG Contributed Operating Expenses</b>						
<b><u>Permanent Relocation</u></b>						
Owner Occupied Households		278,775.00	278,775.00	263,339.43	15,435.57	94.46%
Renter Occupied Households		143,860.00	143,860.00	84,006.25	59,853.75	58.39%
Relocation Specialist		18,000.00	18,000.00	3,000.00	15,000.00	16.67%
<b><u>Acquisition</u></b>						
Owner Occupied		277,125.00	277,125.00	132,000.00	145,125.00	47.63%
Renter Occupied		-	-	13,842.00	(13,842.00)	#DIV/0!
<b><u>Clearance &amp; Demolition</u></b>						
				-	-	#DIV/0!
<b><u>Planning Grant-Phase III</u></b>						
				-	-	#DIV/0!
<b>Subtotal CDBG</b>		717,760.00	717,760.00	496,187.68	221,572.32	0.6913003
<b>Total Pinewood Heights Contributions</b>	40,043.00	1,801,535.00	1,671,847.00	1,282,955.82	518,579.18	71.21%
<b><u>Contributions-Community Development</u></b>						
Old Courthouse Contribution	4,000.00	4,000.00	4,000.00	4,000.00	-	100.00%
Chamber of Commerce	6,000.00	6,000.00	6,000.00	6,000.00	-	100.00%
Christian Outreach	11,500.00	11,500.00	11,500.00	11,500.00	-	100.00%
Genieve Shelter	7,200.00	7,200.00	7,200.00	7,200.00	-	100.00%
TRIAD	3,120.00	3,120.00	3,120.00	3,494.62	(374.62)	112.01%
Tourism Bureau	233,088.00	235,133.00	235,133.00	117,566.25	117,566.75	50.00%
Western Tidewater Free Clinic	38,000.00	38,000.00	38,000.00	38,000.00	-	100.00%
YMCA Projects	50,000.00	50,000.00	50,000.00	50,000.00	-	100.00%
<b>Total Contributions-Community Development</b>	352,908.00	354,953.00	354,953.00	237,760.87	117,192.13	66.98%

**Town of Smithfield  
General Fund Operating Budget**

**2% COLA  
1 new position**

Description	Proposed 2017/2018	Amended 2016/2017	Adopted 2016/2017	Actual as of 05/31/17	Remaining Budget	% of budget
<b>PUBLIC WORKS</b>						
<b>Planning, Engineering &amp; Public Works</b>						
Salaries	237,778.00	201,400.00	201,400.00	176,573.16	24,826.84	87.67%
FICA	19,023.00	16,115.00	16,115.00	13,147.13	2,967.87	81.58%
VSRS	15,566.00	12,735.00	12,735.00	11,767.30	967.70	92.40%
Health	42,546.00	36,500.00	36,500.00	34,370.64	2,129.36	94.17%
Disability	1,815.00	1,505.00	1,505.00	1,042.34	462.66	69.26%
Uniforms	2,500.00	2,500.00	2,500.00	518.67	1,981.33	20.75%
Contractual	7,500.00	7,000.00	7,000.00	5,868.06	1,131.94	83.83%
GIS	500.00	400.00	2,000.00	400.00	-	100.00%
Recycling	133,000.00	239,006.00	239,006.00	193,123.95	45,882.05	80.80%
Trash Collection	220,000.00	240,000.00	240,000.00	199,291.31	40,708.69	83.04%
Street Lights	5,000.00	5,000.00	5,000.00	2,029.71	2,970.29	40.59%
Communications	12,000.00	12,000.00	12,000.00	9,165.17	2,834.83	76.38%
Safety Meetings/Safety Expenses	3,000.00	3,000.00	3,000.00	(1,064.77)	4,064.77	-35.49%
Insurance	10,000.00	8,515.00	8,515.00	8,255.80	259.20	96.96%
Materials & Supplies	6,000.00	6,000.00	6,000.00	2,694.15	3,305.85	44.90%
Repairs & Maintenance	9,000.00	5,000.00	5,000.00	2,736.02	2,263.98	54.72%
Gas & Tires	6,500.00	6,500.00	6,500.00	5,090.45	1,409.55	78.31%
Travel & Training	6,000.00	6,000.00	6,000.00	3,073.20	2,926.80	51.22%
Litter Control Grant	3,354.00	3,354.00	3,354.00	2,723.46	630.54	81.20%
Dues & Subscriptions	2,700.00	2,700.00	2,700.00	1,299.00	1,401.00	48.11%
Other	2,500.00	3,000.00	3,000.00	873.90	2,126.10	29.13%
<b>Total Public Works</b>	<b>746,282.00</b>	<b>818,230.00</b>	<b>819,830.00</b>	<b>672,978.65</b>	<b>145,251.35</b>	<b>82.25%</b>
<b>PUBLIC BUILDINGS</b>						
<b>Public Buildings</b>						
Salaries	29,232.00	28,660.00	28,660.00	18,415.23	10,244.77	64.25%
FICA	2,339.00	2,295.00	2,295.00	1,433.74	861.26	62.47%
Contractual	22,000.00	20,000.00	20,000.00	16,140.15	3,859.85	80.70%
Communications	3,000.00	3,000.00	3,000.00	2,033.78	966.22	67.79%
Utilities	46,000.00	46,000.00	46,000.00	37,762.07	8,237.93	82.09%
Insurance	11,500.00	11,265.00	11,265.00	10,745.84	519.16	95.39%
Materials & Supplies	6,000.00	6,000.00	6,000.00	3,675.47	2,324.53	61.26%
Repairs & Maintenance	36,000.00	36,000.00	36,000.00	26,730.05	9,269.95	74.25%
Rent Expense-Office Space		-	-	-	-	0.00%
Other	500.00	1,000.00	1,000.00	191.30	808.70	19.13%
<b>Total Public Buildings</b>	<b>156,571.00</b>	<b>154,220.00</b>	<b>154,220.00</b>	<b>117,127.63</b>	<b>37,092.37</b>	<b>75.95%</b>
<b>OTHER FINANCING USES</b>						

**Town of Smithfield  
General Fund Operating Budget**

**2% COLA  
1 new position**

Description	Proposed 2017/2018	Amended 2016/2017	Adopted 2016/2017	Actual as of 05/31/17	Remaining Budget	% of budget
<b>Transfers to Operating Reserves</b>		29,632.00		303,996.56	(274,364.56)	1025.91%
Transfers to Restricted Reserves-low Bond Payoff	489,553.00	-	489,553.00		-	100.00%
Transfers to Restricted Reserves-Pinewood CDBG Project				-	-	100.00%
Transfers to Loan Reserves	-	563,271.00			563,271.00	0.00%
Transfers to Restricted Reserves-Special Projects (Ball Fields)		-	-	-	-	100.00%
<b>Total Transfers To Reserves</b>	489,553.00	592,903.00	489,553.00	303,996.56	288,906.44	51.27%
<b>DEBT SERVICE</b>						
<b>Debt Service</b>						
<b>Principal Retirement</b>						
Public Building Acquisition-TM/PD	24,893.00	23,233.00	23,233.00	-	23,233.00	0.00%
HVAC -Smithfield Center	2,940.00	17,215.00	17,215.00	15,782.88	1,432.12	91.68%
Police Evidence Building	52,002.00	50,445.00	50,445.00	46,155.13	4,289.87	91.50%
New Debt-Multiple projects	202,473.00	-	-		-	0.00%
Line of Credit	250,000.00	250,000.00	500,000.00	-	250,000.00	0.00%
<b>Interest and fiscal charges</b>						
Public Building Acquisition-TM/PD	29,403.00	30,564.00	30,564.00	15,281.92	15,282.08	50.00%
HVAC -Smithfield Center	15.00	490.00	490.00	480.95	9.05	98.15%
Police Evidence Building	9,245.00	10,805.00	10,805.00	10,089.30	715.70	93.38%
New Debt-Multiple projects	75,000.00	25,000.00	58,750.00	6,397.01	18,602.99	25.59%
Line of Credit	4,065.00	4,065.00	4,065.00	-	4,065.00	0.00%
<b>Total Debt Service</b>	650,036.00	411,817.00	695,567.00	94,187.19	317,629.81	22.87%
<b>Total General Fund Expenses</b>	8,705,216.00	9,227,694.00	8,809,807.00	6,864,171.84	2,363,522.16	77.92%
<b>Less Expenses related to capital projects:</b>						
Legal Fees	-	-	-	-	-	
Professional Fees	(11,550.00)	(22,392.00)	(51,500.00)	(2,098.90)	(20,293.10)	9.37%
Transfers to Restricted Reserves-Pinewood CDBG Project	-	-	-	-	-	0.00%
Transfers to Restricted Reserves-Special Projects (Ball Fields)	-	-	-	-	-	100.00%
Pinewood Heights Relocation Project Expenses	(40,043.00)	(1,801,535.00)	(1,671,847.00)	(1,282,955.82)	(518,579.18)	71.21%
Pinewood Heights Line of Credit Expenses	(254,065.00)	(254,065.00)	(504,065.00)	-	(254,065.00)	0.00%
<b>Total Non-operating Expenses</b>	(305,658.00)	(2,077,992.00)	(2,227,412.00)	(1,285,054.72)	(792,937.28)	61.84%
<b>Total General Fund Operating Expenses</b>	8,399,558.00	7,149,702.00	6,582,395.00	5,579,117.12	1,570,584.88	78.03%
<b>Net Operating Reserve (+/-)</b>	(2,245,696.00)	(979,057.00)	(477,171.00)	135,340.26	(1,114,397.26)	-13.82%
<b>Net Reserve (+/-)</b>	1,638,229.00	3,579,363.00	6,423,900.00	2,645,537.95	933,825.05	73.91%

**2% COLA**

**1 new position**

**Proposed  
2017/2018**

**Amended  
2016/2017**

**Adopted  
2016/2017**

**Actual  
5/31/2017**

**Remain  
Budget**

**% of  
Budget**

<b>Net Operating Reserves (Deficit)</b>	<b>1,638,229.00</b>	<b>3,579,363.00</b>	<b>6,423,900.00</b>	<b>2,645,537.95</b>	<b>933,825.05</b>	<b>73.91%</b>
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**Capital Outlay  
General Fund**

<b>GENERAL GOVERNMENT</b>						
<b>COMMUNITY DEVELOPMENT</b>						
<b>Pinewood Heights Relocation-CIP</b>						
<b>Non CDBG Capital Acquisition</b>						
Owner Occupied Units		(12,000.00)	-	(12,000.00)	-	100.00%
Renter Occupied Units		(132,000.00)	(144,000.00)	(92,217.00)	(39,783.00)	69.86%
Vacant Lots		(36,000.00)	(36,000.00)	(12,000.00)	(24,000.00)	33.33%
Subtotal Non CDBG Capital Acquisition	-	(180,000.00)	(180,000.00)	(116,217.00)	(63,783.00)	64.57%
<b>CDBG Capital Acquisition</b>						
Owner Occupied Units	-	(36,000.00)	(48,000.00)	(24,000.00)	(12,000.00)	66.67%
Renter Occupied Units		-		(3,783.00)	3,783.00	100.00%
Vacant Lots				-		
Subtotal CDBG Capital Acquisition	-	(36,000.00)	(48,000.00)	(27,783.00)	(8,217.00)	77.18%
<b>Total Pinewood Heights Relocation CIP</b>	<b>-</b>	<b>(216,000.00)</b>	<b>(228,000.00)</b>	<b>(144,000.00)</b>	<b>(72,000.00)</b>	<b>66.67%</b>
<b>TOWN COUNCIL</b>						
None				-	-	
<b>TREASURER</b>						
MUNIS Conversion	(84,250.00)	(107,525.00)	(107,525.00)	(52,236.44)	(55,288.56)	48.58%
IBM Server		(15,543.00)	-	(15,543.00)	-	100.00%
<b>PARKS, RECREATION AND CULTURAL</b>						
WC Playground	-	(60,000.00)	(60,000.00)	(43,635.31)	(16,364.69)	72.73%
WC Park Building Renovations	-	(7,500.00)	(2,000,000.00)	(7,500.00)	-	100.00%
Clontz Park-Replace Pier	(10,000.00)	(10,000.00)	(10,000.00)	-	(10,000.00)	0.00%
Clontz Park-Boat Ramp	-	(2,000.00)	(254,000.00)	(1,777.15)	(222.85)	88.86%
Bathroom floors-Smithfield Center	(10,000.00)					
Reel Mower	(30,000.00)					
Ball Fields	(1,129,303.00)	(2,895,755.00)	(3,640,000.00)	(2,126,631.57)	(769,123.43)	73.44%

	1 new position Proposed 2017/2018	Amended 2016/2017	Adopted 2016/2017	Actual 5/31/2017	Remain Budget	% of Budget
<b>PUBLIC SAFETY</b>						
<b>Police</b>						
Police Vehicles	(58,866.00)	(197,000.00)	(105,000.00)	(196,198.76)	(801.24)	99.59%
Emergency Equipment-In Car Cameras	(15,511.00)					
3 MDT's	(10,773.00)					
<b>PUBLIC WORKS</b>						
Vehicles and Equipment	-	(9,375.00)	(9,375.00)	(7,741.78)	(1,633.22)	82.58%
Repair Crosswalk on Main St at Institute St	-	(9,845.00)	-	(9,845.00)	-	100.00%
Waterworks Dam	(225,000.00)	(13,930.00)	-	(9,930.00)	(4,000.00)	71.28%
Urban fund projects (town match)	(21,251.00)					
<b>PUBLIC BUILDINGS</b>						
Police Evidence Building Improvements		(11,700.00)		(8,181.94)	(3,518.06)	69.93%
Repair garage doors at Town Hall	(6,400.00)	(10,000.00)	(10,000.00)	(9,127.00)	(873.00)	91.27%
Fire alarm & Monitoring System (3 yr phase in)	(12,500.00)					
Server for access at TH and TM offices	(17,000.00)					
AC/Heater Replacement (Town Hall)-	(7,375.00)					
Police Department Split System Replacement	-	(13,190.00)	-	(13,190.00)	-	100.00%
<b>Net Capital Outlay</b>	<b>(1,638,229.00)</b>	<b>(3,579,363.00)</b>	<b>(6,423,900.00)</b>	<b>(2,645,537.95)</b>	<b>(933,825.05)</b>	<b>73.91%</b>
<b>Net Reserves (Deficit) after capital outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>100.00%</b>

**Town of Smithfield  
Sewer Fund Budget**

**2% COLA  
1 new position  
Proposed  
2017/2018**

	<b>Proposed 2017/2018</b>	<b>Amended 2016/2017</b>	<b>Adopted 2016/2017</b>	<b>Balance as of 05/31/17</b>	<b>Remaining Budget</b>	<b>% of budget</b>
<b>Revenue</b>						
<b>Operating Revenues</b>						
Sewer Charges	681,000.00	681,000.00	681,000.00	537,800.40	143,199.60	78.97%
Sewer Compliance Fee	505,400.00	498,600.00	498,600.00	408,219.55	90,380.45	81.87%
Miscellaneous Revenue	650.00	2,000.00	500.00	1,536.40	463.60	76.82%
Connection fees	39,500.00	39,500.00	39,500.00	37,920.00	1,580.00	96.00%
<b>Total Operating Revenue</b>	<b>1,226,550.00</b>	<b>1,221,100.00</b>	<b>1,219,600.00</b>	<b>985,476.35</b>	<b>235,623.65</b>	<b>80.70%</b>

**Town of Smithfield  
Sewer Fund Budget**

**2% COLA  
1 new position  
Proposed  
2017/2018**

<b>Description</b>	<b>Proposed 2017/2018</b>	<b>Amended 2016/2017</b>	<b>Adopted 2016/2017</b>	<b>Balance as of 05/31/17</b>	<b>Remaining Budget</b>	<b>% of budget</b>
<b>Expenses</b>						
<b>Operating Expenses</b>						
Salaries	253,934.00	278,265.00	278,265.00	228,131.78	50,133.22	81.98%
FICA	20,315.00	22,265.00	22,265.00	16,682.07	5,582.93	74.93%
VSRS	16,062.00	17,405.00	17,405.00	15,306.26	2,098.74	87.94%
Health	54,120.00	54,760.00	55,760.00	52,157.77	2,602.23	95.25%
Uniforms	3,200.00	3,200.00	3,200.00	1,268.19	1,931.81	39.63%
Audit	6,375.00	6,125.00	6,125.00	6,125.00	-	100.00%
Legal	5,620.00	6,620.00	9,000.00	5,235.00	1,385.00	79.08%
Accreditation	5,000.00	1,000.00	-	890.00	110.00	89.00%
HRPDC sewer programs	821.00	918.00	887.00	918.00	-	100.00%
Professional Fees	25,000.00	20,000.00	20,000.00	4,525.00	15,475.00	22.63%
Maintenance & Repairs	40,000.00	60,000.00	60,000.00	14,954.05	45,045.95	24.92%
VAC Truck Repairs & Maintenance	7,500.00	7,500.00	7,500.00	2,423.93	5,076.07	32.32%
Data Processing	15,000.00	14,500.00	14,500.00	12,763.61	1,736.39	88.02%
Dues & Subscriptions	150.00	135.00	60.00	149.00	(14.00)	110.37%
Utilities	47,000.00	51,000.00	51,000.00	37,127.19	13,872.81	72.80%
SCADA Expenses	6,000.00	6,000.00	6,000.00	5,124.25	875.75	85.40%
Telephone	12,000.00	12,000.00	12,000.00	8,186.75	3,813.25	68.22%
Insurance	18,300.00	17,270.00	17,270.00	16,765.68	504.32	97.08%
Materials & Supplies	60,000.00	50,000.00	50,000.00	40,560.64	9,439.36	81.12%
Truck Operations	10,000.00	9,700.00	9,000.00	8,351.66	1,348.34	86.10%
Travel & Training	5,000.00	5,000.00	5,000.00	2,463.17	2,536.83	49.26%
Contractual	3,500.00	3,500.00	3,500.00	1,932.30	1,567.70	55.21%
Miscellaneous	1,200.00	1,200.00	1,200.00	755.68	444.32	62.97%
	-	-	-	-	-	0.00%
<b>Total Sewer Fund Operating Expenses before D&amp;A Exp.</b>	<b>616,097.00</b>	<b>648,363.00</b>	<b>649,937.00</b>	<b>482,796.98</b>	<b>165,566.02</b>	<b>74.46%</b>
<b>Operating Income before D&amp;A Expense</b>	<b>610,453.00</b>	<b>572,737.00</b>	<b>569,663.00</b>	<b>502,679.37</b>	<b>70,057.63</b>	<b>87.77%</b>

**Town of Smithfield  
Sewer Fund Budget**

**2% COLA  
1 new position  
Proposed  
2017/2018**

	<b>Proposed 2017/2018</b>	<b>Amended 2016/2017</b>	<b>Adopted 2016/2017</b>	<b>Balance as of 05/31/17</b>	<b>Remaining Budget</b>	<b>% of budget</b>
<b>Depreciation &amp; Amort. Exp.</b>	399,000.00	390,000.00	390,000.00	306,552.29	83,447.71	78.60%
<b>Operating Income (Loss)</b>	211,453.00	182,737.00	179,663.00	196,127.08	(13,390.08)	107.33%
<b>Nonoperating Revenues (Expenses)</b>						
Pro-rata Share Fees	-	17,600.00	-	17,600.00	-	100.00%
Availability Fees	103,000.00	103,000.00	103,000.00	98,880.00	4,120.00	96.00%
Interest Revenue	8,000.00	8,000.00	4,500.00	8,152.97	(152.97)	101.91%
Interest Expense	(7,098.00)	(8,602.00)	(8,602.00)	(5,069.22)	(3,532.78)	58.93%
<b>Total Nonoperating Revenues (Expenses)</b>	103,902.00	119,998.00	98,898.00	119,563.75	434.25	99.64%
<b>Net Income (loss)</b>	315,355.00	302,735.00	278,561.00	315,690.83	(12,955.83)	104.28%
<b>WORKING ADJUSTMENTS TO CAFR (FOR INTERNAL USE ONLY)</b>						
Restricted revenues:						
Pro-rata Share Fees	-	(17,600.00)	-	(17,600.00)	-	100.00%
Availability Fees	(103,000.00)	(103,000.00)	(103,000.00)	(98,880.00)	(4,120.00)	96.00%
Compliance Fee	(505,400.00)	(498,600.00)	(498,600.00)	(408,219.55)	(90,380.45)	81.87%
Depreciation & Amort. Exp.	399,000.00	390,000.00	390,000.00	306,552.29	83,447.71	78.60%
Additional debt service costs-principal expense	(100,430.00)	(98,770.00)	(98,770.00)	(98,770.00)	-	100.00%
<b>Total adjustments to CAFR</b>	(309,830.00)	(327,970.00)	(310,370.00)	(316,917.26)	(11,052.74)	96.63%
<b>Working adjusted income</b>	5,525.00	(25,235.00)	(31,809.00)	(1,226.43)	(24,008.57)	4.86%

<b>2% COLA</b>		
<b>1 new position</b>		
<b>Proposed</b>	<b>Amended</b>	<b>Adopted</b>
<b>2017/2018</b>	<b>2016/2017</b>	<b>2016/2017</b>

<b>Actual</b>	<b>Remaining</b>	<b>% of</b>
<b>5/31/2017</b>	<b>Budget</b>	<b>Budget</b>

**Sewer Fund**

<b>Working adjusted income</b>	<b>5,525.00</b>	<b>(25,235.00)</b>	<b>(31,809.00)</b>	<b>(1,226.43)</b>	<b>(24,008.57)</b>	<b>4.86%</b>
Sewer SSO Consent Order				-	-	
MOA Compliance Plan				-	-	
MOA Flow Monitoring	(75,000.00)	-	(75,000.00)	-	-	0.00%
MOM Flow Plan Review	(75,000.00)	-	(75,000.00)	-	-	0.00%
Sewer Master Plan	(37,551.00)	(50,000.00)	(50,000.00)	(12,449.32)	(37,550.68)	24.90%
Construction Standards Update	-	(3,321.00)	(3,321.00)	(1,800.00)	(1,521.00)	54.20%
Sewer Shed		(900.00)	-	(858.44)	(41.56)	95.38%
Submersible Run-Dry Pump-Morris Creek-15 HP		(10,100.00)	-	(10,100.00)	-	100.00%
Submersible Run-Dry Pump-Crescent-30 HP		(100,000.00)	(100,000.00)	(15,200.00)	(84,800.00)	15.20%
Pumps-Wellington		(119,103.00)		(119,103.13)	0.13	100.00%
Hydromatic Impeller-Bradford Mews		-		(5,425.87)	5,425.87	100.00%
Replacement pumps, Main St, Drummonds, Lakeside	(48,500.00)					
By-pass Pump	(150,000.00)					
Sanitary Sewer Inspections (TV the lines)	(55,000.00)					
Manhole rehab	(75,000.00)	(40,000.00)	(75,000.00)	-	(40,000.00)	0.00%
Sewer Capital Repairs (find & fix)	(100,000.00)	(135,000.00)	(100,000.00)	(134,673.42)	(326.58)	99.76%
Vehicles/Equipment	(12,500.00)	(9,375.00)	(9,375.00)	(7,741.78)	(1,633.22)	82.58%
<b>Net Capital Outlay</b>	<b>(628,551.00)</b>	<b>(467,799.00)</b>	<b>(487,696.00)</b>	<b>(307,351.96)</b>	<b>(160,447.04)</b>	<b>65.70%</b>
<b>Net Reserves (Deficit) after capital outlay</b>	<b>(623,026.00)</b>	<b>(493,034.00)</b>	<b>(519,505.00)</b>	<b>(308,578.39)</b>	<b>(184,455.61)</b>	<b>62.59%</b>
<b>Funding from Development Escrow</b>				-	-	
<b>Reserves from Sewer Capital Escrow Account</b>	<b>236,051.00</b>	<b>132,524.00</b>	<b>153,321.00</b>	206,203.13	(73,679.13)	155.60%
<b>Funding from Sewer Compliance Fee</b>	<b>380,000.00</b>	<b>325,000.00</b>	<b>325,000.00</b>	127,883.42	197,116.58	39.35%
<b>Draw from operating reserves</b>	<b>6,975.00</b>	<b>35,510.00</b>	<b>41,184.00</b>	-	35,510.00	0.00%
<b>Funding from Bond Escrow (released from refinance)</b>				-	-	
<b>Net Cashflow</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>25,508.16</b>	<b>(25,508.16)</b>	<b>100.00%</b>

roll \$100,000 into next year's budget

**Town of Smithfield  
Water Fund Budget**

**2% COLA  
1 new position**

Description	Proposed 2017/2018	Amended 2016/2017	Adopted 2016/2017	Balance as of 05/31/17	Remaining Budget	% of budget
<b>Revenue</b>						
<b>Operating Revenue</b>						
Water Sales	1,370,615.00	1,370,615.00	1,407,750.00	1,104,570.62	266,044.38	80.59%
Debt Service Revenue	192,770.00	192,770.00	190,652.00	155,568.90	37,201.10	80.70%
Miscellaneous	1,000.00	1,000.00	1,500.00	408.35	591.65	40.84%
Connection fees	16,500.00	16,500.00	16,500.00	16,500.00	-	100.00%
Application Fees	8,654.00	8,654.00	8,654.00	8,529.00	125.00	98.56%
<b>Total Operating Revenue</b>	<b>1,589,539.00</b>	<b>1,589,539.00</b>	<b>1,625,056.00</b>	<b>1,285,576.87</b>	<b>303,962.13</b>	<b>80.88%</b>

**Town of Smithfield  
Water Fund Budget**

**2% COLA  
1 new position**

Description	Proposed 2017/2018	Amended 2016/2017	Adopted 2016/2017	Balance as of 05/31/17	Remaining Budget	% of budget
<b>Expenses</b>						
Salaries	386,172.00	421,655.00	421,655.00	337,027.77	84,627.23	79.93%
FICA	30,894.00	33,735.00	33,735.00	24,789.84	8,945.16	73.48%
VSRS	23,821.00	24,360.00	24,360.00	21,803.43	2,556.57	89.51%
Health	77,700.00	76,190.00	76,190.00	69,355.38	6,834.62	91.03%
Uniforms	3,255.00	3,255.00	3,255.00	1,056.46	2,198.54	32.46%
Contractual	13,500.00	13,500.00	13,500.00	5,755.00	7,745.00	42.63%
Audit	6,375.00	6,125.00	6,125.00	6,125.00	-	100.00%
Legal	5,620.00	5,620.00	14,000.00	4,935.00	685.00	87.81%
Accreditation	5,000.00	1,000.00	-	130.00	870.00	13.00%
Maintenance & Repairs	25,000.00	25,000.00	60,000.00	16,078.66	8,921.34	64.31%
Water Tank Maintenance	100,000.00	-	100,000.00	-	-	0.00%
Professional Services	40,000.00	40,000.00	40,000.00	16,544.36	23,455.64	41.36%
Regional Water Supply Study	3,860.00	4,078.00	1,701.00	4,078.00	-	100.00%
Data Processing	15,000.00	14,500.00	14,500.00	12,763.61	1,736.39	88.02%
Utilities	4,500.00	2,500.00	2,000.00	1,895.54	604.46	75.82%
Communications	13,000.00	13,000.00	13,000.00	8,186.80	4,813.20	62.98%
Insurance	28,365.00	26,900.00	26,900.00	25,990.32	909.68	96.62%
Materials & Supplies	100,000.00	100,000.00	100,000.00	91,860.63	8,139.37	91.86%
Gas and Tires	12,000.00	12,000.00	12,000.00	9,716.21	2,283.79	80.97%
Dues & Subscriptions	1,000.00	1,000.00	1,000.00	929.00	71.00	92.90%
Bank service charges	1,200.00	1,200.00	1,200.00	1,007.62	192.38	83.97%

**Town of Smithfield  
Water Fund Budget**

**2% COLA  
1 new position**

<b>Description</b>	<b>Proposed 2017/2018</b>	<b>Amended 2016/2017</b>	<b>Adopted 2016/2017</b>	<b>Balance as of 05/31/17</b>	<b>Remaining Budget</b>	<b>% of budget</b>
Travel and Training	5,000.00	5,000.00	5,000.00	2,347.39	2,652.61	46.95%
Miscellaneous	12,000.00	12,000.00	12,000.00	9,599.82	2,400.18	80.00%
<b>RO Annual costs</b>						
Power	104,000.00	103,560.00	103,560.00	82,216.74	21,343.26	79.39%
Chemicals	52,332.00	52,332.00	52,332.00	37,805.93	14,526.07	72.24%
HRSD	297,798.00	273,035.00	294,082.00	198,241.57	74,793.43	72.61%
Supplies	20,000.00	20,000.00	20,000.00	15,135.36	4,864.64	75.68%
Communication	9,200.00	9,030.00	9,030.00	7,484.51	1,545.49	82.88%
Travel and training	4,300.00	4,300.00	4,300.00	1,205.71	3,094.29	28.04%
Dues & Subscriptions	600.00	400.00	400.00	349.00	51.00	87.25%
Maintenance and Repairs	66,500.00	60,000.00	50,000.00	45,171.41	14,828.59	75.29%
Bad debt expense	-	-	-	-	-	0.00%
<b>Total Water Fund Operating Expenses before D&amp;A Exp.</b>	<b>1,467,992.00</b>	<b>1,365,275.00</b>	<b>1,515,825.00</b>	<b>1,059,586.07</b>	<b>305,688.93</b>	<b>77.61%</b>
<b>Operating Income before D&amp;A Expense</b>	<b>121,547.00</b>	<b>224,264.00</b>	<b>109,231.00</b>	<b>225,990.80</b>	<b>(1,726.80)</b>	<b>100.77%</b>
<b>Depreciation &amp; Amortization Expense</b>	<b>385,000.00</b>	<b>370,000.00</b>	<b>370,000.00</b>	<b>305,087.56</b>	<b>64,912.44</b>	<b>82.46%</b>
<b>Operating Income (Loss)</b>	<b>(263,453.00)</b>	<b>(145,736.00)</b>	<b>(260,769.00)</b>	<b>(79,096.76)</b>	<b>(66,639.24)</b>	<b>54.27%</b>
<b>Nonoperating Revenues (Expenses)</b>						
Pro-Rata Share Fees		17,600.00	-	17,600.00	-	100.00%
Availability Fees	68,000.00	68,000.00	68,000.00	65,280.00	2,720.00	96.00%
Interest Revenue	7,500.00	10,000.00	6,800.00	11,563.21	(1,563.21)	115.63%
Well Nest Construction Contribution	-	-	-	-	-	0.00%
Interest Expense	(42,600.00)	(39,300.00)	(40,465.00)	(20,319.82)	(18,980.18)	51.70%
<b>Total Nonoperating Revenues (Expenses)</b>	<b>32,900.00</b>	<b>56,300.00</b>	<b>34,335.00</b>	<b>74,123.39</b>	<b>(17,823.39)</b>	<b>131.66%</b>
<b>Net Income (Loss)</b>	<b>(230,553.00)</b>	<b>(89,436.00)</b>	<b>(226,434.00)</b>	<b>(4,973.37)</b>	<b>(84,462.63)</b>	<b>5.56%</b>
<b>WORKING ADJUSTMENTS TO CAFR (FOR INTERNAL USE ONLY)</b>						
Restricted revenues:						
Pro-rata Share Fees	-	(17,600.00)	-	(17,600.00)	-	100.00%
Availability Fees	(68,000.00)	(68,000.00)	(68,000.00)	(65,280.00)	(2,720.00)	96.00%

**Town of Smithfield  
Water Fund Budget**

**2% COLA  
1 new position**

<b>Description</b>	<b>Proposed 2017/2018</b>	<b>Amended 2016/2017</b>	<b>Adopted 2016/2017</b>	<b>Balance as of 05/31/17</b>	<b>Remaining Budget</b>	<b>% of budget</b>
Debt Service Revenue	(192,770.00)	(192,770.00)	(190,652.00)	(155,568.90)	(37,201.10)	80.70%
Depreciation & Amort. Exp.	385,000.00	370,000.00	370,000.00	305,087.56	64,912.44	82.46%
Additional debt service costs-principal expense	(242,515.00)	(303,070.00)	(303,070.00)	(303,070.00)	-	100.00%
Total adjustments to CAFR	(118,285.00)	(211,440.00)	(191,722.00)	(236,431.34)	24,991.34	111.82%
Working adjusted income	(348,838.00)	(300,876.00)	(418,156.00)	(241,404.71)	(59,471.29)	80.23%

<b>2% COLA</b>		<b>Adopted 2016/2017</b>	<b>Actual 5/31/2017</b>	<b>Remain Budget</b>	<b>% of Budget</b>
<b>1 new position</b>	<b>Amended</b>				
<b>Proposed 2017/2018</b>	<b>2016/2017</b>				

**Water Fund**

<b>Net Operating Reserves (Deficit)</b>	<b>(348,838.00)</b>	<b>(300,876.00)</b>	<b>(418,156.00)</b>	(241,404.71)	(59,471.29)	80.23%
Construction Standards Update	-	(3,321.00)	(3,321.00)	(1,800.00)	(1,521.00)	54.20%
Water Master Plan	(37,551.00)	(50,000.00)	(50,000.00)	(12,449.33)	(37,550.67)	24.90%
Vehicle/Equipment	(12,500.00)	(9,375.00)	(9,375.00)	(7,741.78)	(1,633.22)	82.58%
RO Server (backup)	(10,000.00)	(18,126.00)	(5,000.00)	(18,126.00)	-	100.00%
RO auxiliary diesel fuel tank (generator)		-	(5,100.00)		-	0.00%
RO Cleaning System Upgrades		-	(5,000.00)	-	-	0.00%
RO 3rd Stage Removal		-	(15,000.00)		-	0.00%
RO Mason Vibration Testing		-	(10,000.00)		-	0.00%
Well 8-repair crack in casing or screen		(60,000.00)			(60,000.00)	0.00%
RO Bypass Pump	(100,000.00)	-	(100,000.00)		-	0.00%
RO Stainless Steel Valve	(10,000.00)				-	0.00%
RO New Membranes (24)	(15,000.00)	(8,500.00)	(8,500.00)	(6,204.67)	(2,295.33)	73.00%
RO Office Trailer		(12,953.00)	-	(12,953.00)	-	100.00%
Meter Reading Equipment				-	-	0.00%
System Improvements	(100,000.00)	(50,000.00)	(50,000.00)	-	(50,000.00)	0.00%
Main Street Water Main Upgrade Phase I		(310,000.00)	(240,094.00)	(304,041.50)	(5,958.50)	98.08%
Pagan Point Line Repairs		(66,042.00)	(65,000.00)	(66,041.87)	(0.13)	100.00%
Lumar Road Line Repairs	-	(17,425.00)	-	(17,425.00)	-	100.00%
Apron Repair-Pagan Point-Driveway entrances	-	(5,200.00)	-	(5,200.00)	-	100.00%
Water line replacement (Cypress Creek Bridge)				-	-	0.00%

<b>Net Capital Outlay</b>	<b>(285,051.00)</b>	<b>(610,942.00)</b>	<b>(566,390.00)</b>	<b>(451,983.15)</b>	<b>(158,958.85)</b>	<b>73.98%</b>
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<b>Net Reserves (Deficit) after capital outlay</b>	<b>(633,889.00)</b>	<b>(911,818.00)</b>	<b>(984,546.00)</b>	<b>(693,387.86)</b>	<b>(218,430.14)</b>	<b>76.04%</b>
Financing-Main St. Water Main, Water Line replace	-	365,000.00	300,000.00	365,000.00	-	100.00%
Operating Reserves	226,245.00	67,132.00	147,721.00	-	67,132.00	0.00%
Water Treatment Escrow	-	60,000.00			60,000.00	0.00%
Water Development Escrow				-	-	
Water Capital Escrow	172,551.00	149,251.00	266,390.00	96,705.85	52,545.15	64.79%
Debt Service fees applied to debt	235,093.00	270,435.00	270,435.00	271,810.02	(1,375.02)	100.51%
Net Cashflow	-	-	-	40,128.01	(40,128.01)	100.00%

**Town of Smithfield  
Highway Fund**

**2% COLA  
1 new position**

Description	Proposed 2017/2018	Proposed Revised 2016/2017	Adopted 2016/2017	Balance as of 05/31/16	Remaining Budget	% of budget
<b>Revenue</b>						
Interest Income	185.00	185.00	185.00	153.16	31.84	82.79%
Sale of equipment	-	4,200.00	-	4,200.00	-	100.00%
Revenue - Commwth of VA	1,169,688.00	1,169,688.00	1,104,024.00	877,266.15	292,421.85	75.00%
<b>Total Highway Fund Revenue</b>	<b>1,169,873.00</b>	<b>1,174,073.00</b>	<b>1,104,209.00</b>	<b>881,619.31</b>	<b>292,453.69</b>	<b>75.09%</b>

**Town of Smithfield  
Highway Fund**

**2% COLA  
1 new position**

Description	Proposed 2017/2018	Amended 2016/2017	Adopted 2016/2017	Balance as of 05/31/17	Remaining Budget	% of budget
<b>Expenses</b>						
Salaries	233,524.00	252,745.00	252,745.00	205,591.65	47,153.35	81.34%
FICA	18,682.00	20,220.00	20,220.00	15,008.89	5,211.11	74.23%
VRSR	15,204.00	15,035.00	15,035.00	13,933.85	1,101.15	92.68%
Health	57,170.00	45,830.00	45,830.00	45,212.46	617.54	98.65%
Uniforms	3,500.00	3,500.00	3,500.00	1,563.20	1,936.80	44.66%
Engineering	-	-	-	-	-	0.00%
Grass	20,000.00	20,000.00	20,000.00	12,350.37	7,649.63	61.75%
Maintenance	640,001.00	740,479.00	576,881.00	403,136.07	337,342.93	54.44%
Asphalt/Paving				154,404.27	(154,404.27)	
Ditching				168,427.33	(168,427.33)	
Traffic Control devices				13,800.27	(13,800.27)	
Other (maintenance)				-	-	
Other (lawnmowers, landscaping, etc)				43,893.38	(43,893.38)	
Structures and Bridges				-	-	
Ice and Snow removal				21,239.07	(21,239.07)	
Administrative				1,371.75	(1,371.75)	
Storm Maintenance				-	-	
Street Lights	117,000.00	117,000.00	106,000.00	96,519.97	20,480.03	82.50%
Insurance	15,450.00	14,157.00	14,372.00	14,156.64	0.36	100.00%
VAC Truck Repairs	2,500.00	2,500.00	2,500.00	1,281.43	1,218.57	51.26%
Gas and Tires	8,000.00	8,000.00	8,000.00	6,285.91	1,714.09	78.57%
Stormwater Management Program (regional)	3,342.00	3,430.00	3,430.00	3,430.00	-	100.00%
<b>Total Highway Fund Expense</b>	<b>1,134,373.00</b>	<b>1,242,896.00</b>	<b>1,068,513.00</b>	<b>818,470.44</b>	<b>424,425.56</b>	<b>65.85%</b>
<b>Net Reserves (+/-)</b>	<b>35,500.00</b>	<b>(68,823.00)</b>	<b>35,696.00</b>	<b>63,148.87</b>	<b>(131,971.87)</b>	<b>-91.76%</b>

<b>2% COLA</b>						
<b>1 new position</b>						
<b>Proposed</b>	<b>Amended</b>	<b>Adopted</b>	<b>Actual</b>		Remain	% of
<b>2017/2018</b>	<b>2016/2017</b>	<b>2016/2017</b>	<b>5/31/2017</b>		Budget	Budget

**HIGHWAY**

<b>Net Operating Reserves (Deficit)</b>	<b>35,500.00</b>	<b>(68,823.00)</b>	<b>35,696.00</b>	<b>63,148.87</b>	<b>(131,971.87)</b>	<b>-91.76%</b>
Construction Standards Update	-	(3,321.00)	(3,321.00)		(3,321.00)	0.00%
Vehicles and Equipment	(12,500.00)	(9,375.00)	(9,375.00)	<b>(7,741.78)</b>	(1,633.22)	82.58%
Beautification	(5,000.00)	(5,000.00)	(5,000.00)		(5,000.00)	0.00%
Mower	(8,000.00)	(8,000.00)	(8,000.00)	<b>(7,995.00)</b>	(5.00)	99.94%
Sidewalk Repair	(10,000.00)	(10,000.00)	(10,000.00)		(10,000.00)	0.00%
<b>Net Capital Outlay</b>	<b>(35,500.00)</b>	<b>(35,696.00)</b>	<b>(35,696.00)</b>	<b>(15,736.78)</b>	<b>(19,959.22)</b>	<b>44.09%</b>
<b>Net Reserves (Deficit) after capital outlay</b>	<b>0.00</b>	<b>(104,519.00)</b>	<b>0.00</b>	<b>47,412.09</b>	<b>(151,931.09)</b>	<b>-45.36%</b>
Carryover from FY2016		<u>104,519.00</u>		<u>104,519.00</u>		
<b>Net Adjusted Reserves (deficit)</b>		-		151,931.09		

**Notes: May 2017**

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**GENERAL FUND**

**Revenues:**

**Current RE Taxes**

RE tax collections through 6/13/17 totaled \$1,695,363 (100.02% of budget) with an uncollected balance remaining of \$15,221 which is less than 1% of the original billing.

**Delinquent RE Taxes**

Delinquent RE taxes posted through June 13 totaled \$14,997. Remaining delinquent real estate taxes for all years equals \$13,840 which is an extremely low percentage. Some of the delinquent balance is made up of bankruptcies that are still on the books pending discharge or dismissal.

**Current PP Tax**

Collections of 2016 PP totaled \$622,413 as of 6/13/17 which is \$17,413 greater than amended budgeted; however, we also have \$8000 of credit balances to be refunded reducing the increase to \$9413. The uncollected remaining balance is \$52,768 but there will be another batch of supplements and abatements before year end.

**Delinquent PP Tax**

Through 6/13/17 the Town collected \$23,194 in delinquent personal property taxes but had to refund \$174,451 in M&T tax resulting in a negative year to date balance. Reimbursement from IOW was received in April and recognized as a contribution.

**Delinquent PP Interest**

Refunded \$39,413 in interest with the M&T tax payments. This will leave us with approximately \$1000 for all RE & PP penalty and interest netted for the year.

**Public Service RE & PP**

We collected all of the PP portion (\$577) which was a little less than last year and therefore below budget by \$173. On the RE side, we \$30,453 out of the \$30,463 billed for RE.

**Franchise tax**

The 2017 revenue has been collected in full. We are \$1846 under budget because of a drop in assessment for Bank of Southside. We did not receive a Schedule C from this year, so budgeted revenue was based on 2016 collections.

**Cigarette Tax**

Sold 514,205 cigarette tax stamps through May compared to 516,320 for the same period last year. Total revenues through June 13 are \$179,038 that is \$5,638 lower than 2016's total of \$184,676. During the budget process, this line item was tracking low, so it has rebounded nicely for the end of the fiscal year.

**Transient Occupancy**

Transient occupancy tax payments for October 2016 through April 2017 total \$141,885. Excluding penalties and interest, the 2017 collections are \$13,790 higher than prior year. Prior to sale of one of the businesses, the prior owner consistently paid late resulting in significant penalties and interest (\$8345 for 2016).

**Meals Tax**

To date we have collected \$111,645 more than prior year which is partially due to the 1/4% tax increase implemented in September 2016.

**Sales Tax**

Sales tax from IOW County runs 2 months behind since it is received from the state. Jul - Mar sales tax of \$277,866 is \$30,482 higher than the \$247,384 collected in 2016.

**Consumption Tax/Utility Tax**

May consumption/utility taxes represent payments for July through partial April (DVP not posted for April). Utility tax is \$838 lower than prior year and consumption tax is \$850 higher. These taxes are received from DVP, Columbia Gas, and Community Electric.

**Business License Tax**

Business license taxes are due on April 15 so most of this line item is collected in the month of April. Through June 13, we have collected

\$376,744 which is 103.22% of budget. We also collected \$4,564 in penalties which is more than double the budget while interest is below budget. This indicates that the majority of delinquent collections since April 15 represent 2017 business licenses rather than those from prior years.

**Vehicle license tax**

Collections through June 13 total \$150,196 (\$9,696 over budget). We are still processing abatements and have credit balance refunds in association with credit balance PP tax to be processed before year end.

**Permits & other licenses**

Permits and other licenses are made up of sign permits (\$365), zoning permits (\$8545), yard sale permits (\$690), E&S fees (\$300 from Affordable Homes, \$600 from Atlantic Homes, \$1950 from HH Hunt, \$150 from Birdsong, \$150 from Clark Gen Cont, \$150 from Clayton Homes, and \$150 from Wirt Construction), golf cart permit (\$110), demolition permits (\$5671) and ROW permits (\$1400).

**Inspection Fees**

HH Hunt - \$3900 - 130 St Andrews, 1204 Cypress Creek Pkwy, 129 St. Andrews, 112 Glen Ealges, 1024 Cypress Creek Pkwy, 1203 Cypress Creek Pkwy, 1004 Cypress Creek Pkwy, 101 Gleneagles, 111 St. Andrews, 113 St. Andrews, 1206 Cypress Creek Pkwy, 107 St. Andrews, 124 St. Andrews  
Atlantic Homes- \$900-113 & 115 St James Ave, 112/114 Richmond Ave  
Affordable Homes-\$600-609 Westminster Reach, 301 Grandville Arch  
Clark General Contracting-\$300-104 Royal Portrush  
Smithfield Foods-\$150-112 Main Street  
Birdsong Builders Inc-\$300-102 Muirfield  
Clayton Homes-\$300-600 Quail Street  
Wirt Construction-\$300-122 Muirfield

**Review Fees**

Schaubach Rentals-\$875-site plan review for 89 Pagan Ave.  
Brent Wiggins-\$150-plat review-301 Middle St  
Anchor Contracting-\$150-plat review-305 Smithfield Blvd.  
Smithfield Self Storage-\$1450-1031 S Church Street  
Calvin Kelly-\$150-314 Middle Street  
CABCO Properties-\$150-boundary line adjustment 32-01-002 & 32-01-003D

**Fines & Costs**

Fines and costs received from Isle of Wight (\$49,160) and directly to the Town (parking tickets-\$610) are \$8,300 lower than revenue for the same period in FY2016. Collections represent July through April reimbursement from IOW. We also collected \$70 in penalties for late payment in 2017.

**General Fund Interest**

Due to the balances in the special projects accounts which contain the contributions for the ball field project, we have surpassed even the amended budget by \$138 as of the end of May. Utilization of these contributed funds will reduce interest income in FY2018.

**Smithfield Center Rentals**

Rents are \$28,157 less than the same period in FY2016. Total SC rents for 2016- \$200,455.

**Smithfield Center Vendor Programs**

Collected \$5500 which is \$1550 more than collected in FY2016 (\$3950).

**Kayak Rentals**

Since this line item is seasonal, the summer months are very strong for rentals. July through Sep 2016 rentals totaled \$5795 (+\$6.00 in snack sales) and we picked up \$1181 (+\$2 in snack sales) in May. Total for 2016 was \$9143.

**Special Events**

Special events charges include application fees (\$720), Police OT reimbursement (\$12,592), and PW OT reimbursement (\$6796). We did increase the OT rates as of 1/17 to account for salary increases as of 7/1/16.

**Gift Shop Sales/Museum Programs**

Gift Shop sales and museum programs have exceeded budget for the year. With 1 month remaining in the fiscal year, both of these line items are ending the year showing revenue growth. Part of the increase in gift shop sales can likely be attributed to the anniversary celebration; ie, special items available to commemorate the occasion.

**Sale of Equipment/Buildings**

The Town sold equipment and retired vehicles including a 1999 Ford Crown Vic, a 1997 Ford F250, 2 lawnmowers and a recycling dumpster for a total of \$9,869 through GOVDEALS as of the end of May.

The Town also sold buildings at the Wombwell House property as follows:

Mildred L Mayes-\$1.00-Wombwell Smoke House-Jones Property

Mildred L Mayes-\$1.00-Wombwell Outdoor Dairy Bldg

William Saunders-\$1.00-Wombwell Outbuilding

**Lease of Land**

Smithfield Landing Company - \$500

Historic Windsor Castle - \$100

**Other Revenues**

Includes grass cutting violations (\$1954), returned check charges (\$100), sale of copies (\$19), accident report fees (\$560) and capital credit refund check from Community Electric Cooperative (\$142).

**VML Safety Grant**

The Town applies for a safety grant through its property/casualty/workers' comp insurer-VML Insurance Programs. We have been fortunate to receive funding towards safety training/equipment for many years. This year's award was less than 2016 by \$481.

**Restricted Reserves-PD**

The PD is using CD funds to purchase tactical, fitness, and life-saving equipment for their department. The CD funds have long been held in reserve for the PD resulting from a donation that was willed to the department from a former resident. They also used \$50,000 donated by Smithfield Foods in FY2016 for the purchase of 2 police motorcycles.

**Reserves-Pinewood Escrow**

As of May 31, 2017 we have used all of the \$289,318 available in reserves as of June 30, 2016 (carryforward) for the Pinewood Project. and have used \$318,535 from the Town's general operating funds to fund 2017 activity.

**Reserves-Ball Fields**

As of May 31, 2017, we have used \$951,632 of the \$3,175,000 contributed towards the ballfields. \$650,000 of the contribution used was collected in current year and is showing under current year contributions.

**Law Enforcement Grant**

Received 3 of the state quarterly 599 funds.

**Communications Tax**

Communications tax from the state runs 2 months behind so the statement reflects receipt of the Jul through March payments which are \$4340 lower than prior year.

**Fire Program Funds**

The request for the pass through funds have been submitted and accepted. Payment will be at the end of June.

**Pinewood Heights Relocation Grant Phase III**

Through May, we have accrued \$374,435 of reimbursable expenses on this federal project. Three reimbursement requests have been submitted this year with the 3rd request in process for \$115,300.

**Note Proceeds**

Represents draw downs on \$5M loan. Paid to Historic Windsor Castle towards the restoration project (\$500,000), and the ball fields (\$1,175,000). A draw will be made before the close of the fiscal year with the remainder carried forward as budgeted.

**Insurance Recoveries**

Received \$2500 from VML for storm damage (tree/fence) at Windsor Castle Park, \$8633 for total loss of Matt Rogers vehicle in FY2016, \$2615 for collision repairs of 2015 Ford F350, \$1547 to repairs for 2013 Dodge Charger, \$5260 for light pole damage at Smfd Center, \$800 for Public Works fence repairs, and \$4700 for damages to Guardrail, and \$389 for damages to Matt Rogers Tahoe.

**CHIP Contributions**

CHIP has exceeded projected revenue budget for 2017 with contributions as follows:

Women's Club of Smithfield-\$1160  
Smithfield VA Events-\$2309  
Optimist Club of IOW-\$795  
Businesses-\$1935  
Private donors-\$840

**Contribution-IOW County**

Contribution to compensate for loss of revenue due to reduction in Machinery & Tools tax assessment (including interest on refunds) for 2013-2015.

**Contributions-WC Park**

WC Park Foundation - \$10,000 towards the cost of the newly installed playscape.

**Contributions-Smithfield VA Events**

Latest contribution from Smithfield VA Events:

2016 Bacon Fest-\$13,000  
2017 Bob Fest-\$7,500  
2017 Wine Fest-\$13,500

**Contributions-Public Safety**

Private contributions made directly for the Police Department:

Glen Nelon-\$50-miscellaneous donation  
Bayport Credit Union-\$1383.46-donation to purchase 1 defibrillator  
Cogentrix Energy Power-\$150-charitable contribution from Mike Hirst

**Contributions-Public Ball Fields**

Remaining \$500,000 Smithfield Foods contribution that was budgeted in FY2016.  
Farmers Bank-\$150,000 to be applied to the cost of the concessions building.

**Expenses:**

**All Departments**

Salaries

Salaries have been reduced by accrued payroll entries for June 2016.

Health/Dental Insurance

Health and dental have been paid for July through June- 100% of the year.

Insurance

4 quarterly payments have been made to VML for property casualty/workers' compensation insurance.

**Town Council**

Bank Charges

Includes \$345 fee from Farmers Bank for renewal of line of credit, returned check charges (\$48), wire fee-Special Projects (\$20), debt service bank chg (\$255.66), and a dormant account fee (\$1.50).

**Town Manager**

Maintenance Contracts

Ricoh USA, Inc-copy machine- \$186.39 for 12 months=\$2236.68  
Ricoh USA, Inc-copies-\$558.95

Supplies Additional supplies purchased for new Human Resources Director position. Also \$483 to Shred-It to clean out old files.

**Treasurer**

Audit Audit fees for the 2016 audit have been paid in full.

Depreciation Software Budget was reduced for 2017 and 2018 as the license was cut from 2 users to 1.

Cigarette Tax Stamps Meyercord Revenue-540,000 generic cigarette tax stamps-generally we only need to order once per year, so this item should be complete for 2017.

**Police**

Pre-employment Test Sentara Obici-drug screening and baseline testing/physical-2 new officers-\$514  
Colonial Polygraph Services, LLC-\$450-polygraph exams-3 new officers  
Randy A Rhoad LLC-psychological screening of 4 officer candidates - \$900.00  
IPMA-testing materials-\$908

Insurance-LODA This reflects an annual payment for Line of Duty Act benefits for our certified officers. The rate per officer increased this year although we did not receive notification of the change for budget purposes.

Radio & Equipment Repairs Includes January payment to Atlantic Communications for \$1208.62 for installation/equipment for undercover van.

**Fire Department**

Fuel fund & travel Payment made in full on May 3 for the 2017 fiscal year.

State pass through funds Request for funds has been submitted and is scheduled for reimbursement by June 30.

**Contributions-Public Safety**

Fire Department-Rescue Truck Final payment made to the fire department for contribution towards truck (\$70,000 total).

**Parks Recreation & Cultural**

**Smithfield Center**

Kitchen supplies Crest Foodservice-\$970.35-goblets, glass racks, salad plates, bus tubs  
Amazon-\$90.99-32"x18" tub storage cart-3 shelves  
Amazon-\$90.99-32"x18" tub storage cart-3 shelves  
Amazon-\$202.46-3 shelf stainless steel utility/service cart-300 lb capacity  
Amazon-\$37.00-Dishwasher Thermometer Test Strips  
Amaon-\$148.60-8 compartment flatware baskets with handles (4)  
Amazon-\$208.53-3 shelf stainless steel utility/service cart-300 lb capacity  
Amazon-\$825.76-Flash furniture round black laminate talbe set with 4 ladder back metal bar stools (2)

Amazon-\$42.78-Disposable latex gloves

Landscaping

Southern Shores (\$961.18\*9=\$8650.62)  
Southern Shores (\$813.75\*2=\$1627.50)-price dropped with new contract spread  
Southern Shores-\$166.60-applied deer repellent to bedding areas  
Bennetts Creek Nurseries-\$1468.55-mums and pansies  
This will go over budget for the year, but will be offset by other line items.

Travel & Training

IACCA-\$770-Registration for Face to Face in a Virtual World-Amy Musick  
VA Recreation & Park Society-\$410-Registration for 2016 Annual Conference-Amy Musick  
Gas for Van-\$135.33  
The Inn-Newfoundland, PA-\$16.80-meal  
Food & Lodging-Roanoke conference-\$508.34  
CPR Cert4U-\$228-CPR recertifications for staff  
Sports Backers-\$150-Event Creation Workshop-Movement Makers 5/18-5/20/17  
Smithfield Confectionery-\$41.81

Refund Event Deposits

Deposit refunds of \$8,891.70 for 18 reservations.

**Contributions-Parks, Recreation and Cultural**

Historic Windsor Castle Restoration LLV

Contribution of \$500,000 towards Windsor Castle Restoration Project.

Farmers Market

Budgeted contribution has been paid in full for 2017.

TUMC Parking Lot

Per agreement with TUMC, the Town has paid to have the hill cut on the side of the Academy parking lot in exchange for use of the lot. This is seasonal and will stop during the winter months and pick back up in the spring. To date they have cut the grass 13 times compared to 11 for all of last year.

Hampton Roads Planning District Commission

4 quarterly payments of \$2411.50 each plus a payment for catering (\$222.75) at HRPDC CAO meeting at the Smithfield Center. Town of Windsor reimbursed Smithfield \$112.00 to share cost of the catering.

Isle of Wight Arts League

The Town paid its portion of the annual state matching grant and submitted a request for the state matching portion that was paid at the end of September. The remaining \$5000 was paid in October.

Friends of the Library

Did not request all of budgeted funding for 2017.

**Museum**

Contracted Services

Guardian Security-\$1941.20-for monitoring and preventive maintenance service at Museum and Museum office. Replaced batteries and transmitters. Also includes Xerox copier for 9 months (\$1146.73), Pastperfect Software (\$540) annual maintenance and Weebly Pro Account renewal (\$71.80).

Supplies

Upon review some of these items are probably gift shop expense, but a lot are related to the anniversary celebration.  
Bank of America-\$1014.11- includes Lowe's (\$443.20), Gaylord Archival (\$64.23-stainless steel pins); Walmart (\$21.80-ribbons & batteries); Taste of Smithfield (\$28.66-Bacon ?); Home Depot (\$128.36-paint); U Printing (\$262.84-postcards & door hangers);

Office Max (\$52.98-supplies); US Postal Service (\$12.04-postage).  
 Mursto Productions-\$150-guitarist for reception  
 Spring Lake Bottled Water -\$185.50-year to date  
 Awnings by Bigley and Hogshire-\$107.50-awning service call  
 Bank of America-\$1152.65-Lowe;s (\$697.34-birch hardwood, pine, saw blade); Amazon (\$13.00-40 Watt Hologen bulbs); Uprinting (\$146.13-5"x7" postcards); Lowe's (\$85.80-supplies); Amazon (\$41.48-ink cartridges); USPS (\$11.94-postage); Michaels (\$31.88) (aprons, easy image light); MGXCopy (\$71.34-perfect bound books); Amazon (\$54.58-mop refill; cleaner);  
 VA Displays-\$70.00-Window vinyl, pvc panel, replace wire on Civil War Display  
 Bank of America-\$156.51-Bass Pro Online (\$31.79-hunting call); Amazon (\$103.27-toilet paper, scotch tape, binder, roll towels); USPS (\$13.45-postage); Food Lion (\$8.00-housekeeping supplies);  
 Bank of America-\$665.17-Home Depot (\$31.64-lysol); Amazon (\$29.26-Zen and Art of Local History); Amazon (\$37.10-Interpreting Food at Museums and Historic Sites); Amazon (\$91.08-Stolen, Smuggled, Sold & The Multisensory Museum); Gaylord Archival (\$213.70-acid free tissue, artifact box, centerpiece box); Dollar Tree (\$26.00-miscellaneous); Farm Fresh (\$71.25-club soda, molasses, cake); Oriental Trading (\$66.47-Jumping spiders, fortune fish, halloween jelly bracelets); Amazon (\$55.80-hand wash peppermint balls); Smithfield True Value (\$15.49-chip brush, epoxy); Home Depot (\$16.61-trowel, scotchblue); Dollar General (\$4.24-cups); Norfolk MacArthur Parking (\$1.00)  
 Va Displays-\$550-printed perforated window vinyl-Installed on Main St. windows.  
 Bank of America-\$1198.85-multiple charges-Norva Plastics (\$375), Atlanta Spice (\$138.21), National Pen Co (\$241.42), Amazon (\$180.65), USPS (\$94), etc.  
 Jesse Gundry-\$75-December St. Nick Program  
 Bank of America-\$115.50-Facebook 9Pht (\$1.32), Food Lion (\$21.28), USPS (\$19.60), The Home Depot (\$64.43) and Ringo's (\$8.97)  
 Bank of America-\$385.64-Facebook (\$19.62), Amazon (\$272.67), OCT Brands (\$63.92), and Smithfield True Value (\$29.43).  
 Amazon-\$188.93-1908 Sears Catalogues-2 (\$10.20), flood lights (\$142.74)  
 Taste of Smithfield-\$25.79

## Other Parks & Recreation

### Clontz Park

Eure Inc-toilet rental-\$669.50  
 Dominion Virginia Power-\$690.26 (10 months)  
 Kay Park Recreation-\$704.00-42 gallon litter receptacle  
 Harbor Freight-\$10.89-paint brushes  
 Smithfield True Value-\$24.25-Bronze and black enamel-6 cans

### Waterworks Lake

Smithfield Services - \$480-hauled and delivered crushed concrete in Waterworks Lake parking lot.

### Veterans War Memorial

Southern Shores-\$285.88-monthly services  
 Dominion VA Power-\$197  
 Bennetts Creek Nursery-\$218.48  
 Smithfield True Value-\$12.59

## Community Development

### Pinewood Heights

Another renter occupied property was purchased in May. As of the end of May, we had acquired 3 owner occupied units, 7 renter occupied units, 1 vacant rental property, and 1 vacant lot. We had also relocated 4 owners (one was acquired in prior year) and 4 renters

### Old Courthouse

Full payment made on May 11.

### Chamber of Commerce

Full payment of 2016 budgeted contribution.

<u>Christian Outreach</u>	2017 budgeted payment made on May 3.
<u>Genieve Shelter</u>	2017 budget has been paid in full.
<u>TRIAD</u>	Isle of Wight TRIAD-\$1650-Town's contribution for FY2017 File of Life Foundation-\$1212.50-file of life magnets-covered by the state TRIAD contributions Discount Mugs.com-\$445-500 TRIAD tote bags U-Printing Services-\$187.12-2000 TRIAD half-fold brochures
<u>Western Tidewater Free Clinic</u>	Full payment of 2016 budgeted contribution.
<u>Luter YMCA</u>	YMCA contribution of \$50,000 has been paid in full for FY2017.
<b>Public Works</b>	
<u>GIS</u>	ESRI-\$400-ArcGIS Desktop Basic primary maintenance 12/9/16-12/8/17. Could be included with contractual line item.
<u>Safety/Safety Meetings</u>	Refund of \$3000 from Tracker Software Corp-returned pubworks mobile and pubworks setup and user training. Credit has offset current year expenses still leaving a credit balance.
<b>Other Financing Uses</b>	
<u>Transfers to Operating Reserves</u>	As of May 31, 2017, the Town's current year revenues exceeded expenses by \$303,997.
<b>CAPITAL OUTLAY</b>	
<b>COMMUNITY DEVELOPMENT</b>	
<u>Pinewood Heights</u>	Purchased 3 owner occupied properties, 7 renter occupied properties, 1 vacant rental property, and 1 vacant lot through May 2017.
<b>TREASURER</b>	
<u>Munis</u>	Progress billings from Tyler Technologies.
<u>IBM Server</u>	CAS Severn-council approved but non budgeted replacement for AS400.
<b>PARKS, RECREATION AND CULTURAL</b>	
<u>WC Park Playground</u>	Natural Playgrounds-Payment for construction of natural playground at WC Park.
<u>WC Park Building Renovations/Restoration</u>	Canad Land Surveying-\$7500-topo in vineyard, topo for gravity main, pump station and force main, topo to design water main.
<u>Clontz Park Boat Ramp</u>	Kimley-Horn-Engineering costs-\$1250.00 and \$527.15 fees to IOW County (reviewing this charge).
<u>Ball Fields</u>	Canada Land Surveying -\$4800-additional topo along 258 and BMP conervation easement plat. Canada Land Surveying -\$3500-additional topo, location of utilitiesfor the turn lane and submit a cad file Canada Land Surveying-\$400-additional location of utilities marked for turning lane and submit cad file

Canada Land Surveying-\$250-additional topo requested by Kimley-Horn for turn lane and send cad file  
 Kimley Horn-\$227,611.85 for professional fees for July 2016 through April 2017.  
 Alpha Corporation-\$31,851.41 for services rendered through 2/24/17 (PM Services).  
 Smithfield True Value-\$48.55 for 4x4x8 treated post.  
 Joy P Massie & James P Massie Jr Irrevocable Trust-\$24377.50-nutrient credit purchase  
 Bank of America-\$7.94-CVS Pharmacy-DVD  
 GET Solutions-\$13540-geotechnical and environmental testing  
 Smithfield True Value-\$43.13 for spray primer and enamel  
 Lowe's-\$327.16-shovels  
 MUSCO Sports Lighting-\$363,308 for materials for the lighting project  
 GET Solutions-\$1381.50-CMT services 2/1/17-2/28/17  
 Lois Tokarz-\$350-Luter Multisports Complex Website  
 RAD Sports-\$1,365,036-progress payments 1 through 5.  
 GET Solutions-\$2354.00-CMT Services-March 1 through March 31 for Sports Complex  
 GET Solutions-\$2533.00--CMT Services-March 1 through March 31 for concessions building  
 Pilot Online-\$587.55-ad for Architectural bid  
 A R Chesson-\$82,527.92-progress billing on concessions building  
 Fortiline-\$443.56-2" red prs BFP lead-free  
 GET Solutions-\$1352.50-CMT Services-April 1 through April 31 for Sports Complex

## **PUBLIC SAFETY**

### Police Vehicles

Purchase Chevrolet Tahoe from RK Chevrolet (\$36977.50) and the 2 motorcycles from Bayside Harley Davidson (\$23081.92 each) that were budgeted in FY2016.  
 Petty Cash-registration fee for 2 motorcycles (DMV)-\$10.00  
 Setcom-\$3163.41 -motorcycle cable kits, supermics, helmet kits  
 Hall Automotive-\$49,950-2 2016 Dodge Chargers (\$24,975.00 each)  
 Atlantic Communications-\$1074.20-Installation of Setcom System and radio on 2 motorcycles-set light patterns.  
 Atlantic Communications-\$4621.20-equipment and install on Chevrolet Tahoe (lights, siren, cable, etc).  
 Haley Ford-\$27,382.08-2017 Ford Explorer  
 Grafix Trenz-\$1300-print and stripe 2 new cars  
 Atlantic Communications-\$12,284.70-2 each 2016 Dodge Chargers (Patrol Package)  
 Atlantic Communications-\$3746.83-2 light packages Dodge Charges  
 Gately Communication-\$2145-2 mobile units  
 Heartsmart.com-\$7380-group of Philips HeartStart Defibrillators (6)

## **PUBLIC WORKS**

### Vehicles & Equipment

Beach Ford-\$741.78-1/4 cost of new PW F450 vehicle.

### Repair Crosswalks

The Blair Brothers-\$9845-labor, materials and equipment to repair the approaches on either side of the crosswalk on Main St at Institute.

### Waterworks Dam

Draper Aden-\$9930-Smithfield Lake Dam-Project Engineer for November 2016 through March 2017

## **PUBLIC BUILDINGS**

<u>Police evidence building</u>	Moseley Architects \$1329.10-AE services through 7/31/16 Alpha Corporation-\$736-PM Services through 7/29/16 J & B Hartigan-\$6116.84-final payment on evidence building renovations These were not budgeted as we expected to complete by 6/30/16
<u>Overhead Door</u>	\$9127-work on the bay doors at Town Hall.
<u>Split Systems</u>	Atlantic Constructors-\$7425 to replace Split System #4 at the PD-emergency replacement-not budgeted Atlantic Constructors-\$5765 to replace Split System #3 at the PD-emergency replacement-not budgeted
<b>SEWER</b>	
<b>Revenues</b>	
<u>Sewer Charges/Sewer Compliance</u>	Sewer revenues including the sewer compliance fee billed for July and 1/2 of August were accrued on the June 2016 financial statements. The current statements reflect the remaining portion of August that is included for FY2017 and full billings for September through May. Sewer revenues are tracking very similar to the same period in FY2016 with revenues \$1,894 lower than prior year. Sewer compliance fees are \$4961 higher than FY2016.
<u>Connection Fees</u>	Connection fees are collected sporadically throughout the fiscal year. To date we have received 24 connections at \$1580 (5/8" meters) for a total of \$37,920.
<b>Expenses</b>	
<u>Salaries</u>	Salaries have been reduced by accrued payroll entries for June 2016.
<u>Health Insurance</u>	Health and dental have been paid for July through June - 100% of the year.
<u>Audit</u>	Audit fees for FY2016 have been paid in full during 2017.
<u>Accreditation</u>	Draper Aden-\$890-hourly-development of memorandum detailing the status and forth coming review of the Town's MOM Program and Sewer Design Standards.
<u>HRPDC-Sewer Programs</u>	Paid 4 qtrs of dues to Hampton Roads Planning District Commission for wastewater program. The total for the year will be \$918 which is over budget by \$31.
<u>Professional fees</u>	Draper Aden Associates-\$825 for engineering services-consent order through July 31, 2016 Draper Aden Associates-\$640 for engineering services-consent order through July 31, 2016 Draper Aden Associates-\$3060 for engineering services-consent order through September 30, 2016
<u>Dues</u>	APWA-\$120 each to Sewer, Water, and Public Works for Public Works , Bank of America-card renewal fee-\$29
<u>Insurance</u>	Represents payment of 4 quarters to VML for property/casualty and workers' comp insurance.
<b>Nonoperating Revenues (Expenses)</b>	
<u>Pro-rata share fees</u>	Received \$2400 from Atlantic Homes for 113 St James and 115 St James. Received \$2400 form HHJV LLC for 112 Richmond Ave and 114 Richmond Ave Received \$12800 from Smithfield Manor for 16 lots (prior years).

Availability fees Like connection fees, we have received 24 at \$4120 each for a total of \$98,880.

Interest Expense All loan payments have been made for the year. Interest accrual will be done at year end that will catch up to budget.

### **WORKING ADJUSTMENTS TO CAFR**

Additional debt service costs-principal expense The refinanced loan is paid semi-annually but only has one principal payment for the year.

### **SEWER CAPITAL**

Sewer Master Plan Draper Aden-\$12,449.32-progress billings on sewer master plan.

Construction Standards Update Draper Aden-\$1800-billings through December 30, 2016.

Sewer Shelter Treated Lumber Outlet-\$655.31-2x6's, 4x4's  
Smithfield True Value-\$43.79-hurricane tie, smooth nails  
Farmers Service-\$157.22-#10-14x1.5 HLX Type 17 screws (250 ct), Fabral Corp Corg Galv Roofing 1/4 29G 10FT 26 In  
Smithfield True Value-\$2.12-Hurricane Tie

Submersible Pump-Morris Creek Sydnor Hydro-\$10,100.00 for Fairbanks Morse Submersible Run-Dry Pump, 15 HP

Submersible Pump-Crescent Sydnor Hydro-\$15,200.00 for Fairbanks Morse Submersible Run-Dry Pump, 30 HP

Pumps Wellington REW-\$39,900 for installation of new emergency bypass pump  
Xylem Dewatering-\$59,328.13-Godwin Dri-Prime CD140M Critically Silenced Pump  
Sydnor Hydro-\$19875-Fairbanks Morse Submersible Run-dry Pump, 25HP

Hydromatic Impeller-Bradford Mews Wood Equipment Service-\$5425.87-\$10.13" Impeller-35' Cord, 5 HP

Sewer Capital Repairs-find & fix Tri-State Utilities-\$51,307.60-Sanitary Sewer Rehab Moore's Creek and Cypress Basins  
Best Repair Company, Inc.-\$7175-capital repairs to 29 HP Fairbanks Morse submersible sewage pump at Lakeside  
Lewis Construction-\$76,190.82-repair & replace laterals on 100 & 200 blocks of Main Street

Vehicles/Equipment Beach Ford-\$7,741.78-1/4 cost of new PW F450 vehicle.

### **WATER**

#### **Revenues**

Water Charges/Debt Service Revenue Like sewer, water revenues including the debt service fee billed for July and 1/2 of August were accrued on the June 2016 financial statements. The current statements reflect the remaining portion of August that is included for FY2017 and full billings for September through May. Water sales of \$1,104,543 are \$29,910 lower than the same period in FY2016 at \$1,134,453. Water debt service revenue is \$1,522 higher than May 2016.

Connection Fees The Town has collected on 25 accounts at \$660 (5/8" meters).

## **Expenses**

<u>Salaries</u>	Salaries have been reduced by accrued payroll entries for June 2016.
<u>Health Insurance</u>	Health and dental have been paid for July through May- 100% of the year.
<u>Audit</u>	Audit fees for FY2016 have been paid in full during 2017.
<u>Accreditation</u>	Draper Aden-\$130-hourly-development of memorandum detailing the status and forth coming review of the Water Design Standards.
<u>HRPDC-Regional Water Supply</u>	Paid 4 quarters of dues to Hampton Roads Planning District Commission for regional water program. This line item will be significantly over budget with the total billing from HRPDC at \$4078.
<u>Insurance</u>	Represents payment of 4 quarters to VML for property/casualty and workers' comp insurance.
<u>Materials &amp; Supplies</u>	Numerous purchases with the largest from HD Supply of \$19,960 for 51 5/8" meters and 1 Neptune 4 HP Protect US Flange Proread.

## **Nonoperating Revenues (Expenses)**

<u>Pro-rata share fees</u>	Received \$2400 from Atlantic Homes for 113 St James and 115 St James. Received \$2400 form HHJV LLC for 112 Richmond Ave and 114 Richmond Ave Received \$12800 from Smithfield Manor for 16 lots (prior years).
<u>Availability Fees</u>	We have received 24 at \$2720.
<u>Interest Expense</u>	Represents payment on the 2 refinanced loans and the one remaining loan through VML VACO that are paid semi-annually. With the reversal of accrued interest for Jne 2016, the interest expense has been reduced but as with sewer will catch up at year end with year end accrual

## **WORKING ADJUSTMENTS TO CAFR**

<u>Additional debt service costs-principal expense</u>	Principal was paid for the 3 VML VACO Loans. These are all paid semi-annually.
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## **WATER CAPITAL**

<u>Construction Standards Update</u>	Draper Aden-\$1800-billings through December 30, 2016.
<u>Water Master Plan</u>	Draper Aden-\$12449.43-progress billings on water master plan.
<u>Vehicles/Equipment</u>	Beach Ford-\$7,741.78-1/4 cost of new PW F450 vehicle.
<u>RO Server</u>	REW Corporation-\$13926-Repair and replace crashed SCADA server #1-Rant Cat5 Cable and electrical power to Server #1 REW Corporation-\$4200-purchase of a Tech-Connect license from Rockwell Software.
<u>RO Membranes</u>	Suez Treatment Solutions-\$6204.67-RO Membrane

<u>RO Office Trailer</u>	C.L. Smith-\$6000-purchase of office trailer for RO Plant-money will be reclassified from RO operating costs. REW Corporation-\$6953-labor and materials to provide power and ethernet for the RO Plant Temporary Trailer.
<u>Main Street Water Main Upgrade</u>	Lewis Construction-\$304,041.50-labor/materials-Main Street-100/200 block
<u>Pagan Road waterline repairs</u>	Ferguson Enterprises-\$236.97-parts for Pagan Road waterline repairs HD Supply Water-\$1170.00-Covers (30) with recessed hole for antenna-Pagan Road waterline repair LB Water Services-\$2000.05-5/8 inch meter setting (17)-Pagan Road Waterline Repairs LB Water Services-\$11,614.67-multiple materials-Pagan Road waterline repairs. HD Supply-\$11,195.18-multiple materials- Pagan Road waterline repairs. Lewis Construction-\$39,825-equipment/labor-177 hrs
<u>Lumar Road Waterline repair</u>	Lewis Construction of VA-\$17,425.00-waterline replacement-Lumar Road-Budgeted for FY2016 but the project was not completed.
<u>Apron Repairs-Red Point Heights</u>	Dan White Concrete-\$5200.00-Apron Repair-Pagan Point-had to dig up to put in water main

**HIGHWAY**

**Revenues**

<u>Sale of Equipment</u>	Farmers Service-\$4200 trade in on zero turn mower.
<u>Revenue-Commonwealth of Virginia</u>	Three quarterly payments of state grant funds. Based on the increase in the grant, we will receive an additional \$65,664 to spend in FY2017.

**Expenses**

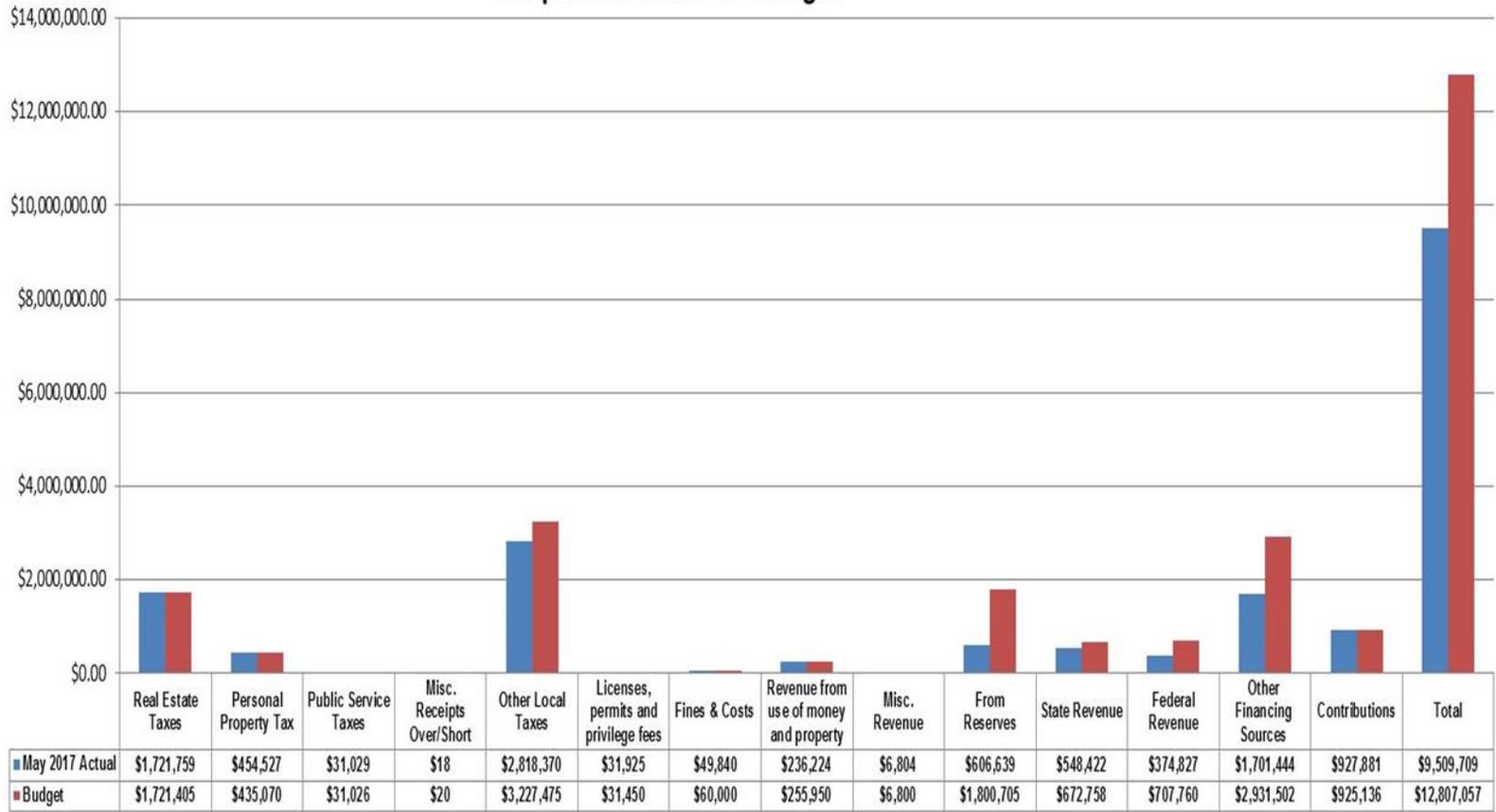
<u>Salaries</u>	Salaries have been reduced by accrued payroll entries for June 2016.
<u>Health Insurance</u>	Health and dental have been paid for July through June- 100% of the year.
<u>Insurance</u>	4 quarterly payments have been made to VML for property casualty/workers' compensation insurance.
<u>Stormwater Management Program (regional)</u>	Stormwater program significantly increased this year. We have paid 4 quarters and are \$2008 over original budget. Funds were shifted from maintenance to make up the difference.

**HIGHWAY CAPITAL**

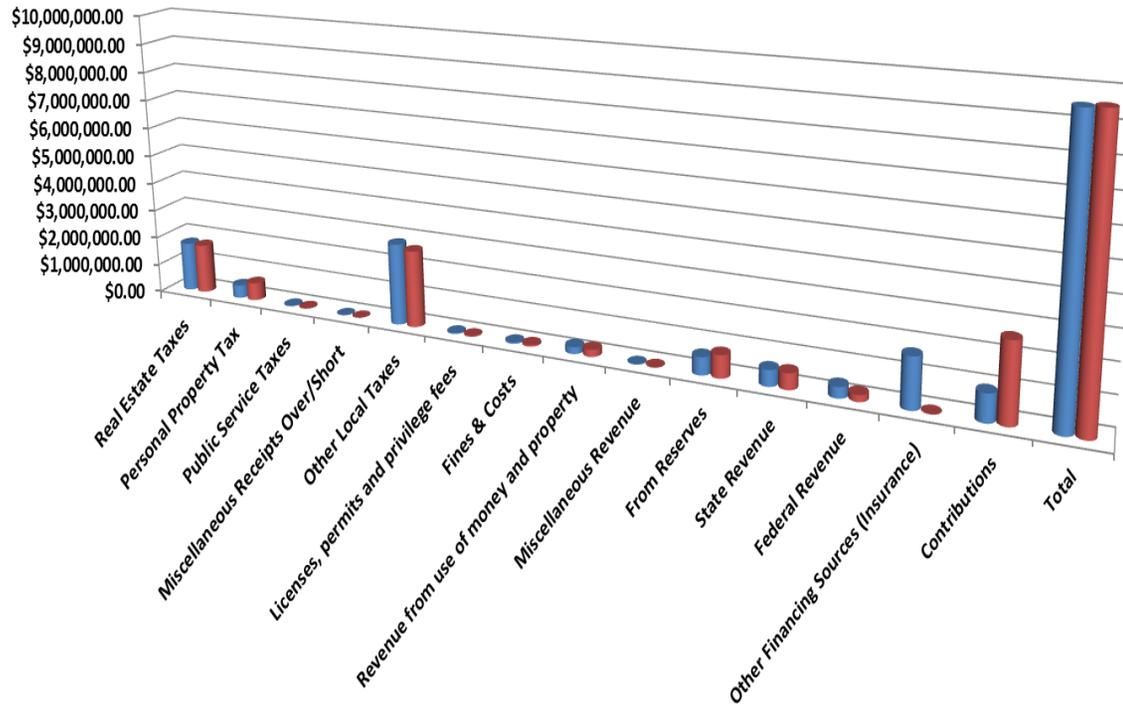
<u>Vehicles &amp; Equipment</u>	Beach Ford-\$7,741.78-1/4 cost of new PW F450 vehicle.
<u>Mower</u>	Farmers Service -\$7995-Mower with 60" deck

# MAY 2017 FINANCIAL GRAPHS

### May 2017 YTD General Fund Revenues Compared to Amended Budget

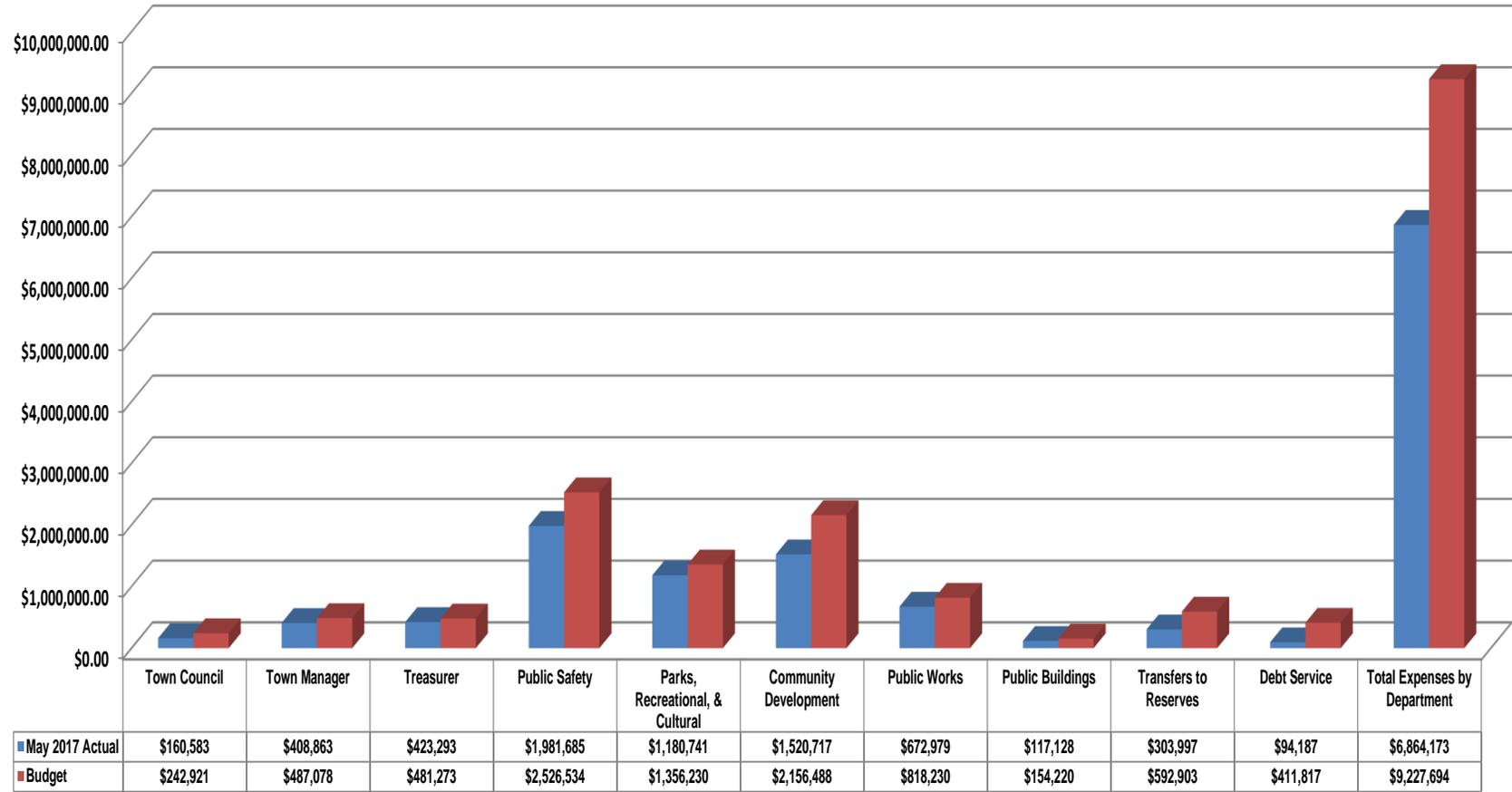


### May 2017 YTD General Fund Revenue Compared to May 2016

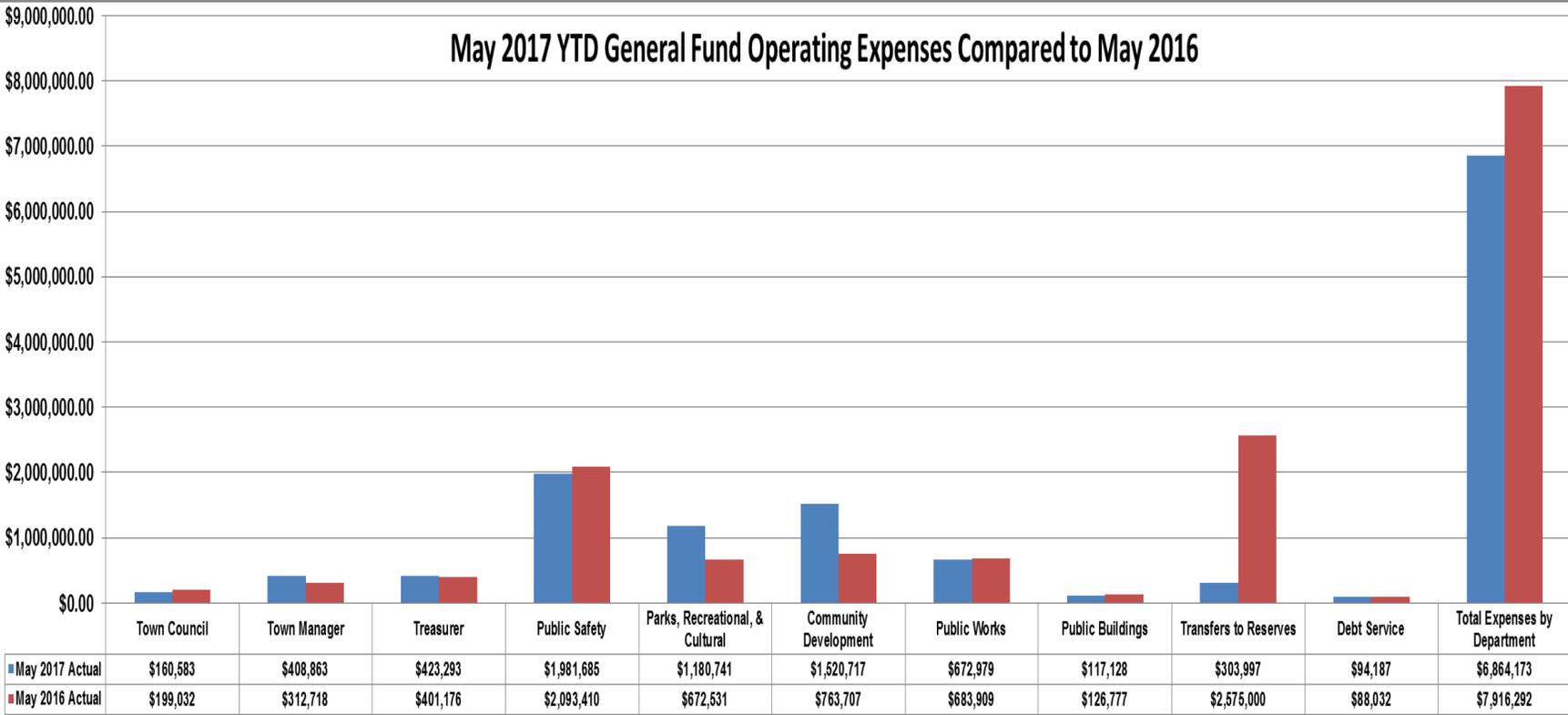


	Real Estate Taxes	Personal Property Tax	Public Service Taxes	Miscellaneous Receipts Over/Short	Other Local Taxes	Licenses, permits and privilege fees	Fines & Costs	Revenue from use of money and property	Miscellaneous Revenue	From Reserves	State Revenue	Federal Revenue	Other Financing Sources (Insurance)	Contributions	Total
■ May 2017 Actual	1,721,759	454,527	31,029	18	2,818,370	31,925	49,840	236,224	6,804	606,639	548,422	374,827	1,701,444	927,881	9,509,709
■ May 2016 Actual	1,724,983	622,170	30,532	\$1	\$2,658,787	\$21,984	\$58,079	\$239,796	\$7,092	\$770,677	\$547,912	\$224,532	\$3,818	\$2,646,583	9,556,946

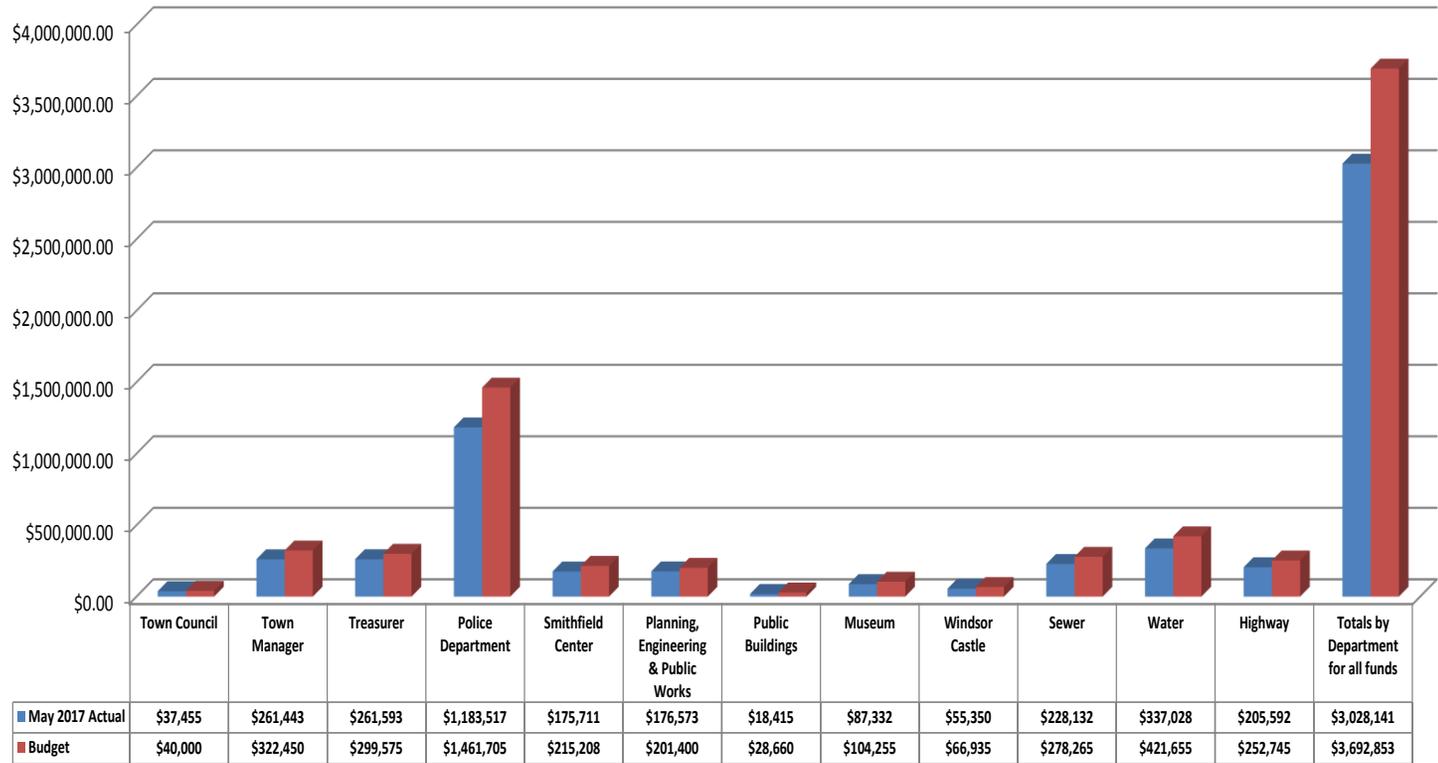
## May 2017 YTD General Fund Operating Expenses Compared to Amended Budget



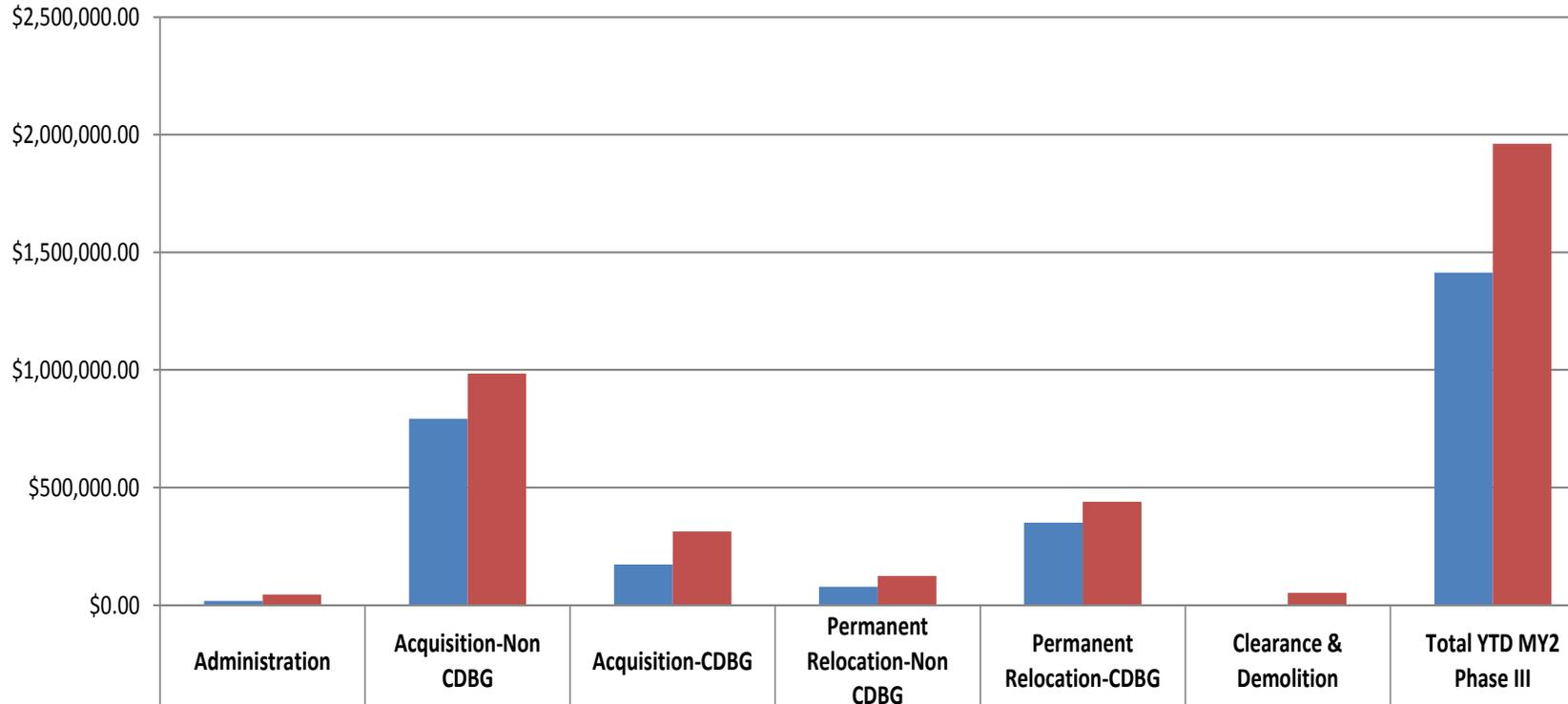
### May 2017 YTD General Fund Operating Expenses Compared to May 2016



### May 2017 YTD Salaries to Budget by Department

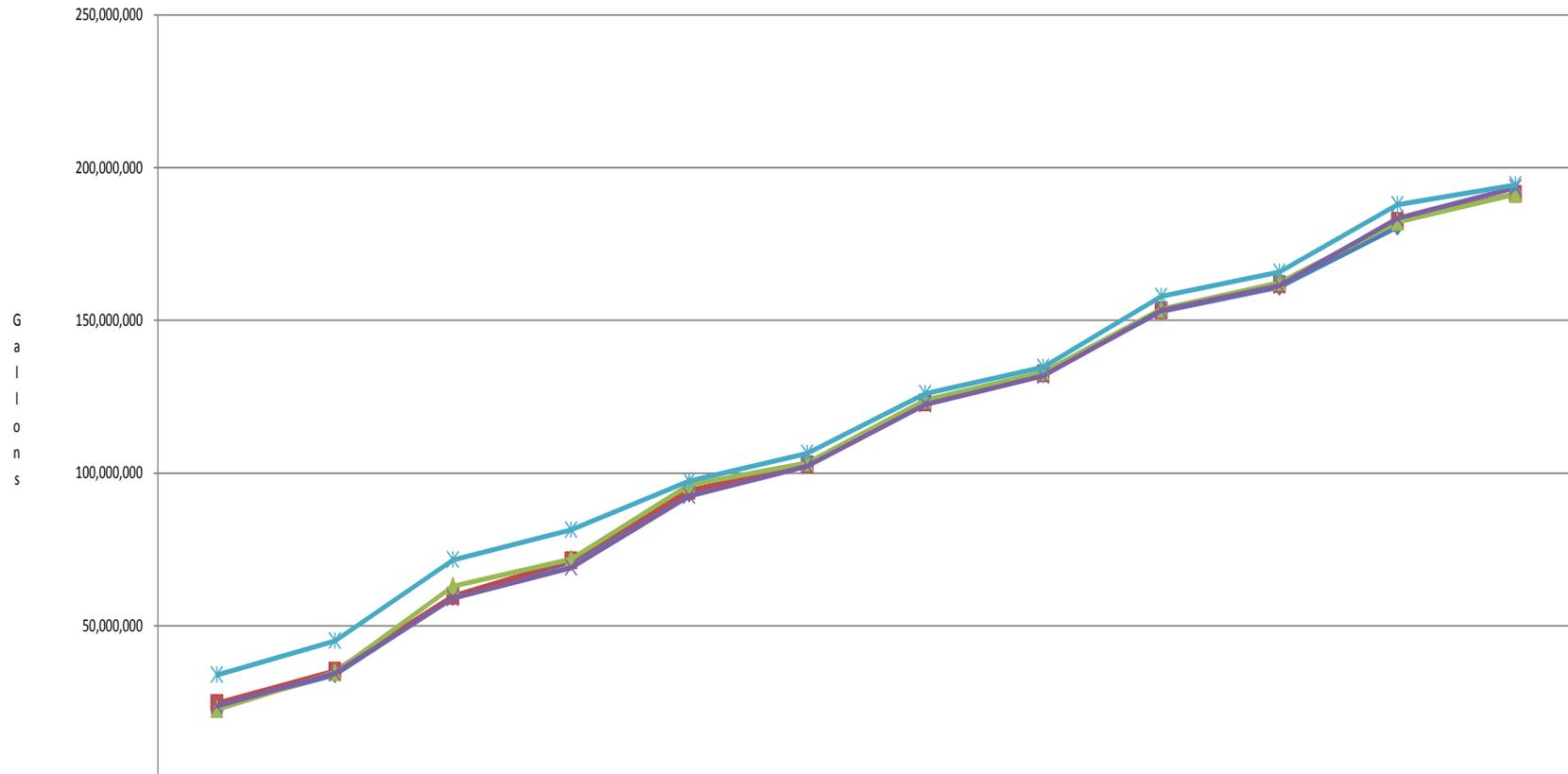


### May 2017 Pinewood Heights Expenses Phase III



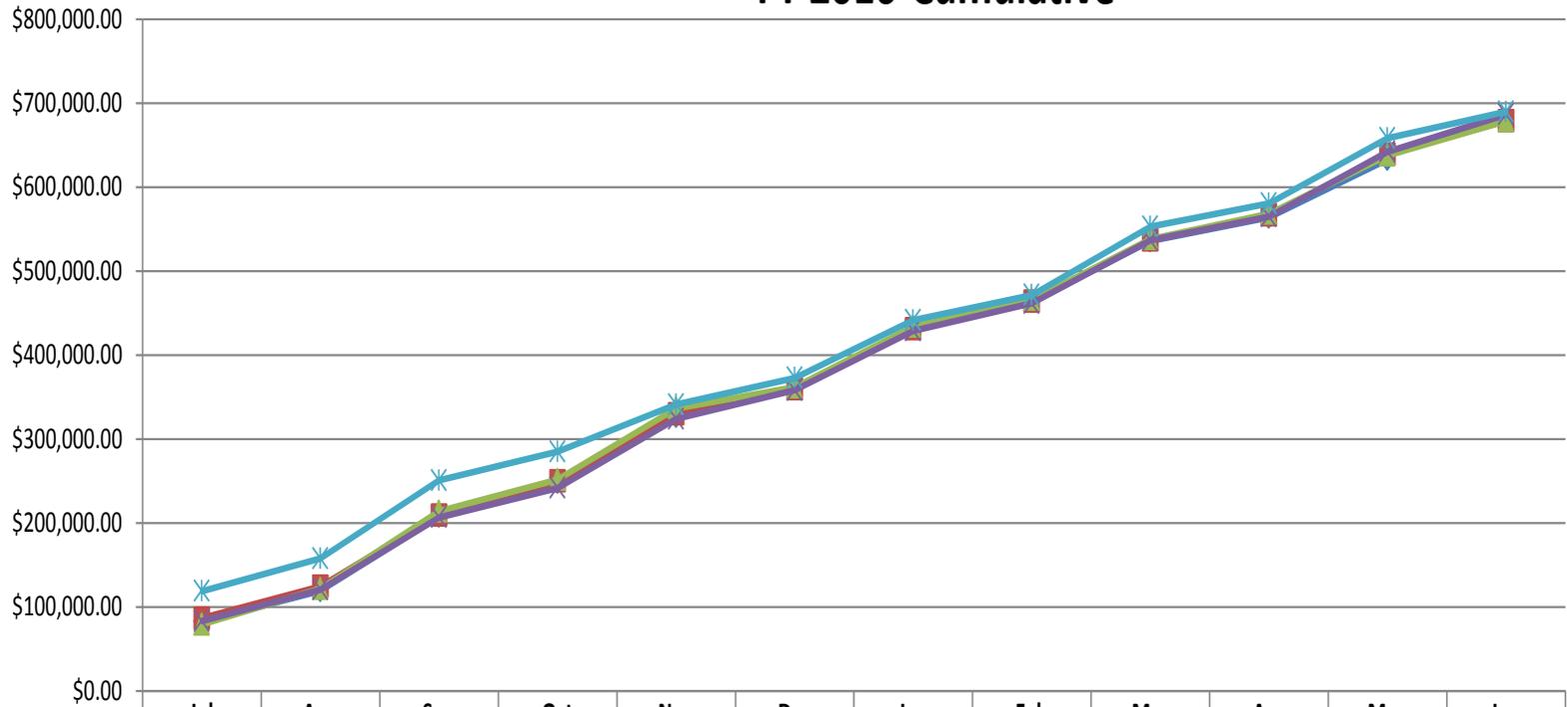
■ May YTD Actual	\$18,225	\$792,338	\$173,625	\$78,259	\$350,346	\$879	\$1,413,672
■ Budget	\$45,820	\$985,292	\$313,125	\$124,463	\$440,635	\$52,200	\$1,961,535

## May 2017 YTD Sewer Consumption Compared to FY 2013 through FY 2016-Cumulative



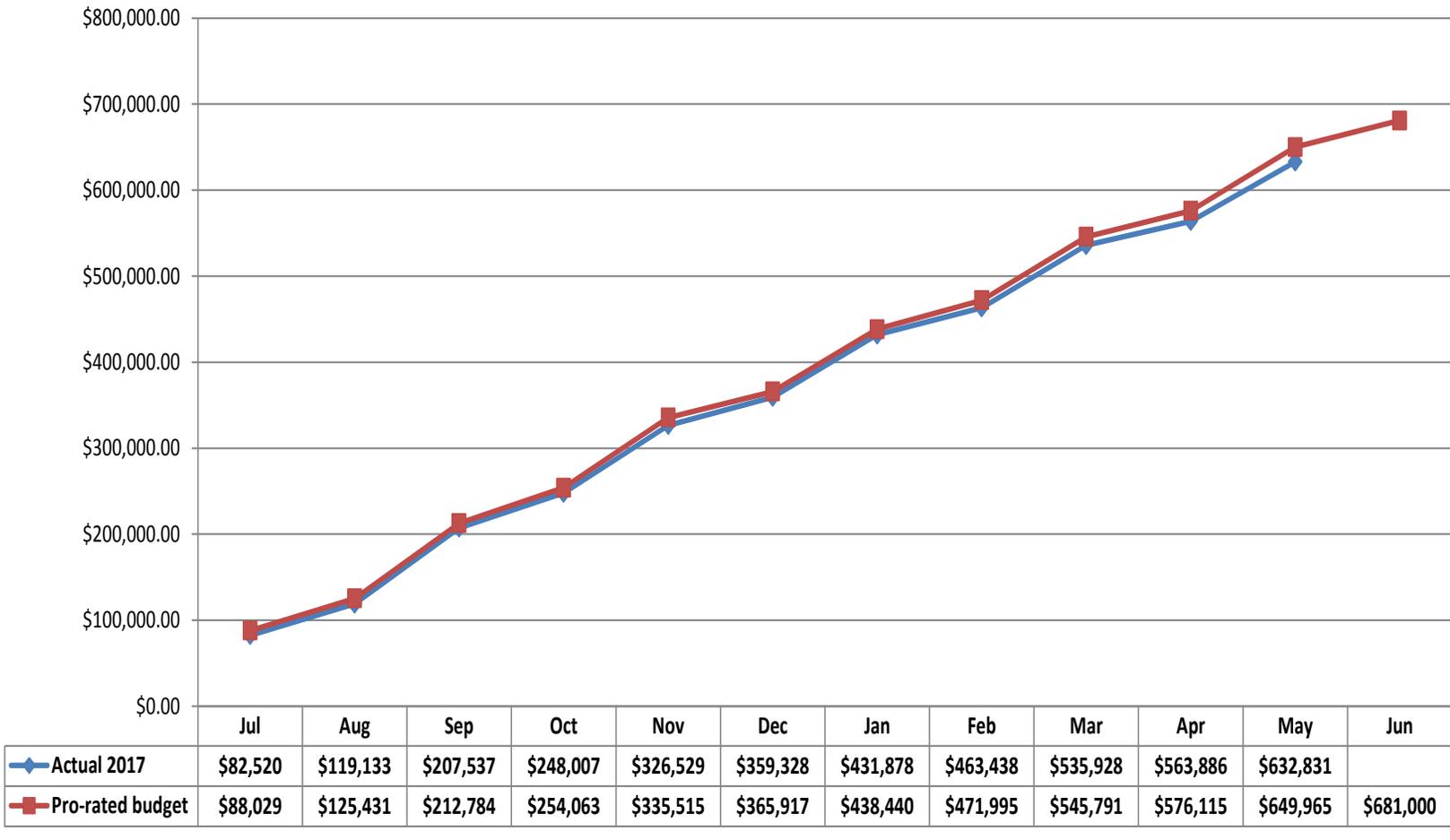
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Actual 2017	23,531,183	34,028,420	59,230,385	70,811,228	93,197,625	102,574,282	123,246,748	132,267,541	152,925,111	160,916,939	180,565,370	
Actual 2016	24,711,665	35,276,564	59,786,489	71,414,518	94,269,420	102,833,713	123,175,844	132,626,614	153,312,082	161,856,557	182,563,599	191,404,069
Actual 2015	22,583,960	34,790,190	62,979,178	71,856,635	96,101,586	103,304,073	123,901,164	133,049,654	153,682,428	162,403,071	182,206,163	191,351,529
Actual 2014	23,711,729	34,435,081	58,989,250	69,008,854	92,484,337	102,276,394	122,469,679	131,824,210	153,256,955	161,332,737	183,366,226	193,421,309
Actual 2013	33,911,769	45,062,012	71,593,279	81,409,491	97,395,860	106,483,452	126,026,878	134,663,193	157,879,018	165,808,355	187,913,876	194,386,925

## May 2017 YTD Unadjusted Sewer Charges Compared to FY 2013 through FY 2016-Cumulative

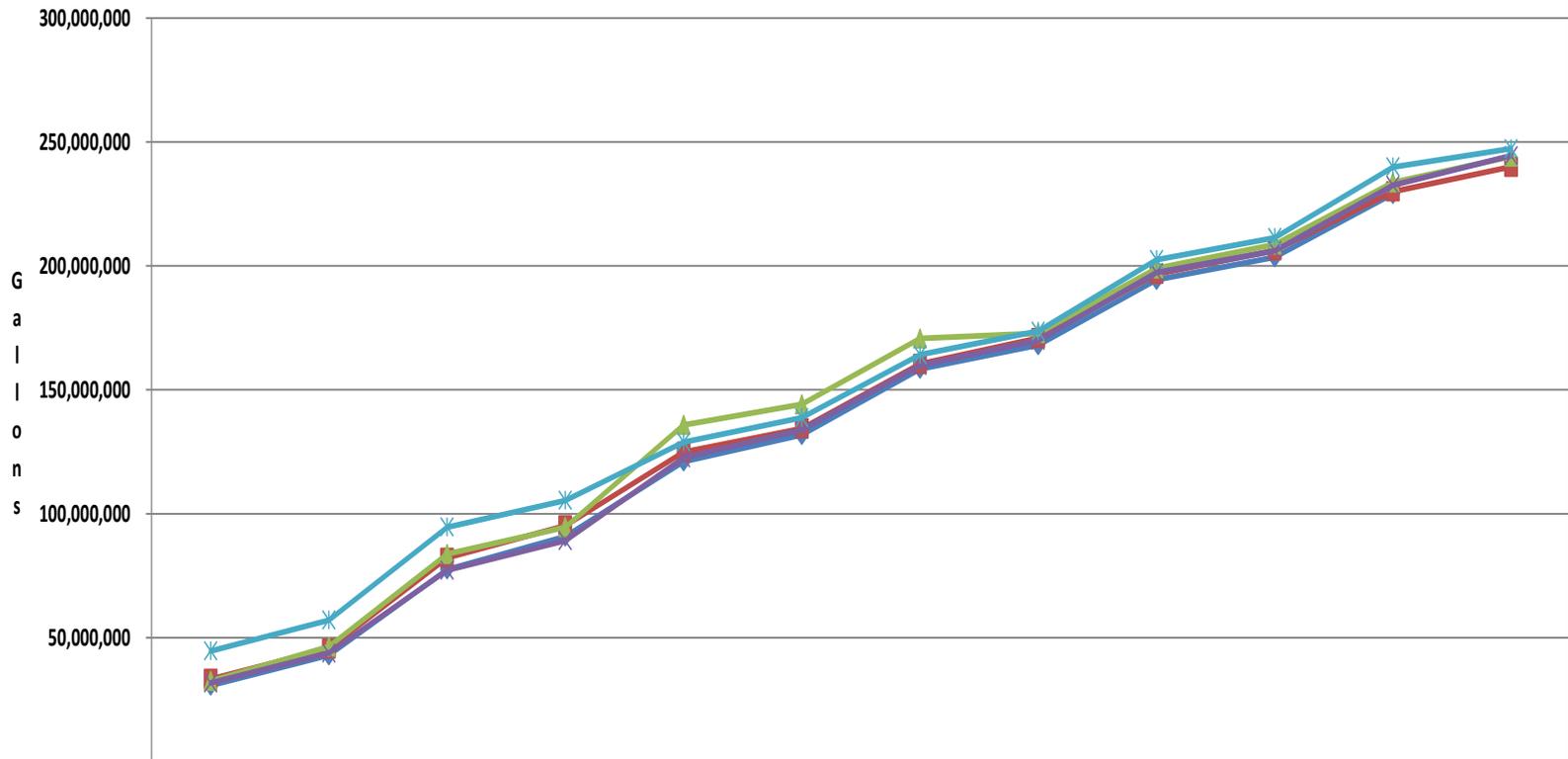


	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
◆ Actual 2017	\$82,520	\$119,133	\$207,537	\$248,007	\$326,529	\$359,328	\$431,878	\$463,438	\$535,928	563,886	\$632,831	
■ Actual 2016	\$86,610	\$124,575	\$209,356	\$249,969	\$330,109	\$360,021	\$431,375	\$464,390	\$536,996	\$566,832	\$639,492	679,156
▲ Actual 2015	\$79,173	\$121,776	\$213,936	\$251,556	\$336,461	\$361,634	\$433,773	\$465,867	\$538,259	\$568,628	\$637,878	\$678,940
✖ Actual 2014	\$83,143	\$120,581	\$206,649	\$241,641	\$323,955	\$358,154	\$428,999	\$461,656	\$536,821	\$565,053	\$642,258	\$686,501
✱ Actual 2013	\$118,797	\$157,727	\$250,727	\$285,025	\$341,149	\$372,882	\$441,445	\$471,585	\$553,055	\$580,733	\$658,298	\$689,925

## May 2017 Unadjusted Sewer Charges Compared to Pro-Rated Budget

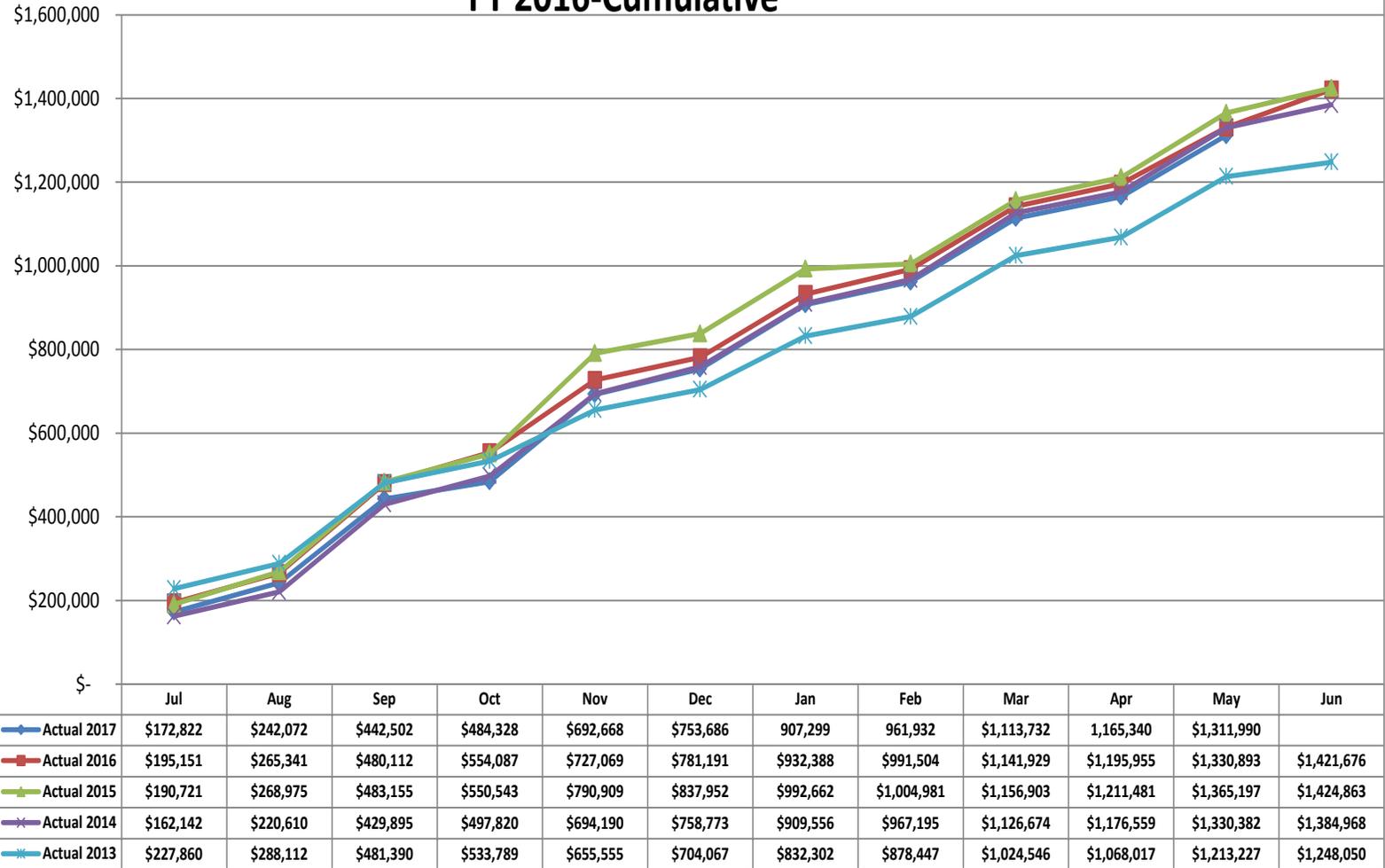


## May 2017 YTD Water Consumption Compared to FY 2013 through FY 2016-Cumulative

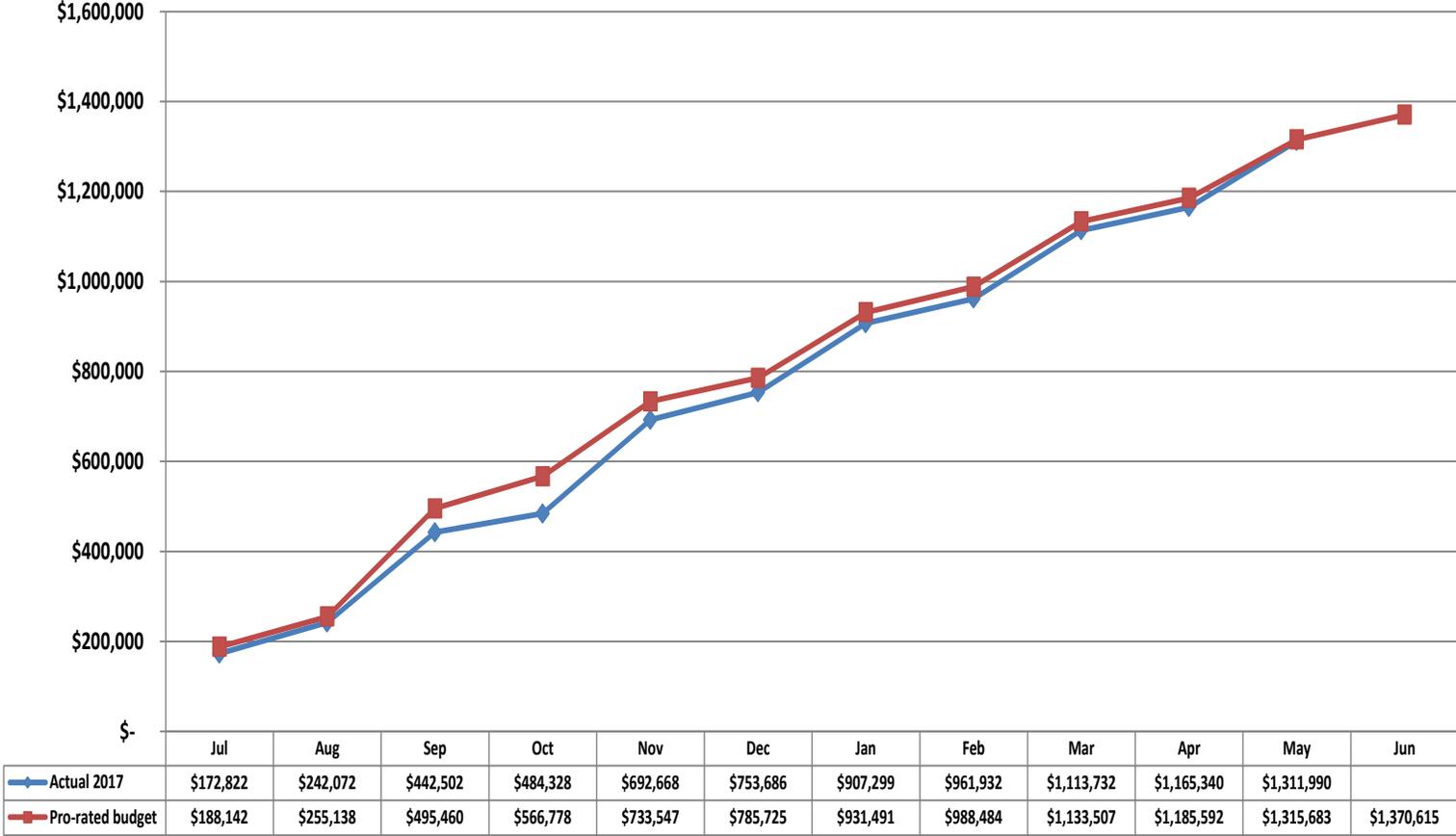


	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Actual 2017	30,684,932	42,874,200	77,518,323	90,831,451	121,043,968	131,783,477	158,419,176	168,033,100	194,367,860	203,457,928	229,039,633	
Actual 2016	33,345,698	45,575,018	82,213,918	95,233,200	124,916,853	134,443,460	160,421,006	170,822,523	196,701,623	206,208,903	229,958,873	239,954,917
Actual 2015	32,543,946	46,381,849	83,717,381	94,618,596	135,856,212	144,135,476	170,692,715	172,855,828	198,978,064	208,583,793	233,639,239	244,018,141
Actual 2014	31,749,642	43,797,350	77,174,945	89,152,152	122,522,143	133,890,140	159,783,952	169,928,989	197,320,179	206,101,868	232,463,183	244,409,634
Actual 2013	44,653,181	57,074,240	94,602,553	105,404,177	128,910,557	138,750,710	164,151,162	173,654,567	202,512,698	211,359,247	239,897,757	247,266,148

## May 2017 YTD Unadjusted Water Charges Compared to FY 2013 through FY 2016-Cumulative



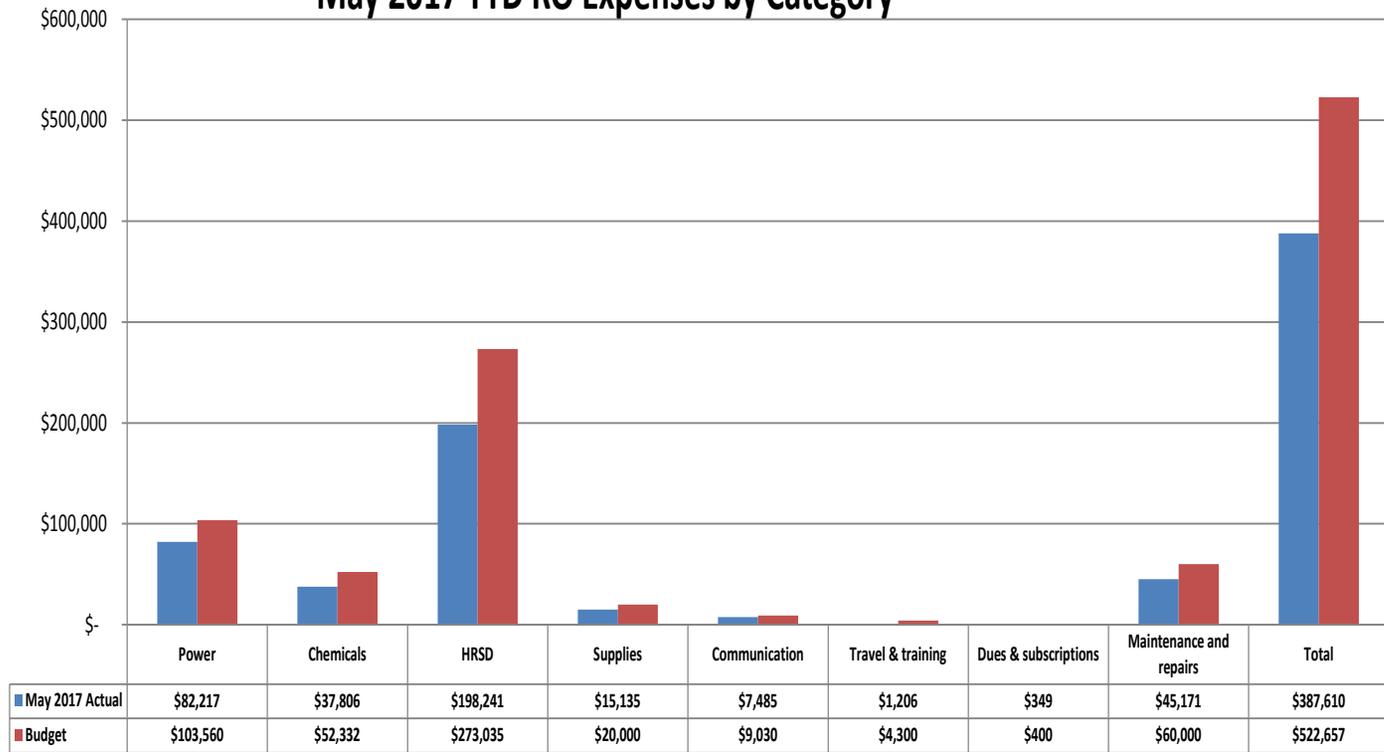
## May 2017 Unadjusted Water Charges Compared to Pro-Rated Budget



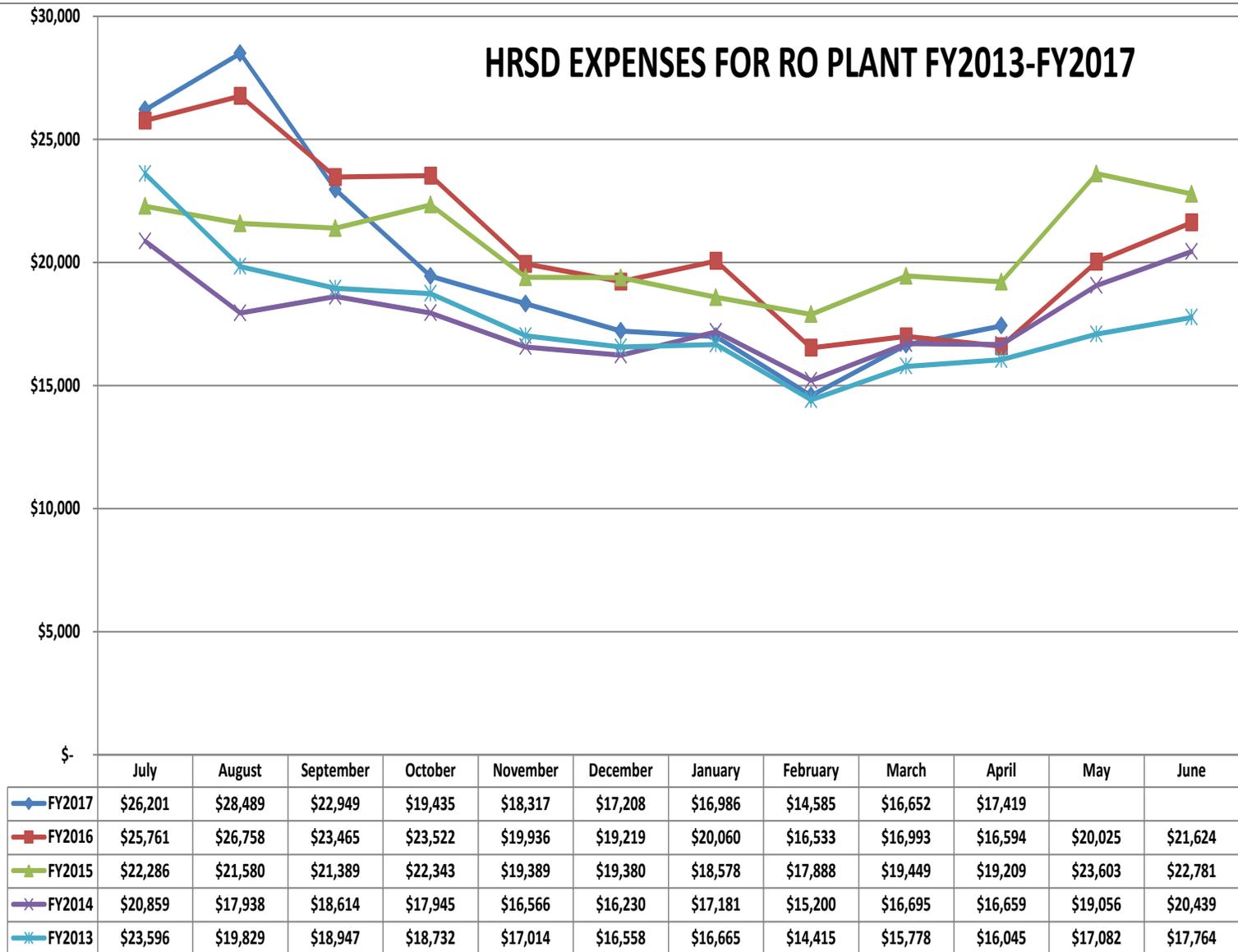
**GATLING POINTE WATER BILLINGS**

<b>Gatling Pointe</b>							
	Usage 1	Usage 2	Total Usage	Billing 1	Billing2	Total Billing	Blended Rate
May-17	3,054,490	2,260,200		\$ 18,632.39	\$ 13,787.23		\$ 6.10
Mar-17	2,933,440	2,258,900		\$ 17,893.99	\$ 13,779.30		\$ 6.10
Jan-17	3,296,000	2,138,000		\$ 20,105.60	\$ 13,041.80		\$ 6.10
Nov-16	5,167,000	1,909,600		\$ 31,518.70	\$ 11,648.57		\$ 6.10
Sep-16	6,870,000	1,726,900		\$ 41,907.00	\$ 10,534.10		\$ 6.10
Jul-16	4,218,000	1,498,700	37,331,230	\$ 27,037.38	\$ 9,606.67	\$ 229,492.73	\$ 6.41
<b>Gatling Pointe</b>							
	Usage 1	Usage 2	Total Usage	Billing 1	Billing2	Total Billing	Blended Rate
May-16	3,107,000	2,166,900		\$ 19,915.87	\$ 13,889.83		\$ 6.41
Mar-16	2,797,000	1,850,300		\$ 17,928.77	\$ 11,860.43		\$ 6.41
Jan-16	3,139,000	1,800,900		\$ 20,120.99	\$ 11,543.78		\$ 6.41
Nov-15	6,464,000	1,664,500		\$ 41,434.24	\$ 10,669.45		\$ 6.41
Sep-15	8,543,000	1,489,900		\$ 54,760.63	\$ 9,550.27		\$ 6.41
Jul-15	6,213,000	1,607,200	40,842,700	\$ 39,825.33	\$ 10,302.16	\$ 261,801.75	\$ 6.41
-Jul 15				(39,825.33)	(10,302.16)		
+Jul 16				\$ 27,037.38	\$ 9,606.67	\$ 248,318.31	
						\$ (13,483.44)	
<b>Gatling Pointe</b>							
	Usage 1	Usage 2	Total Usage	Billing 1	Billing2	Total Billing	Blended Rate
May-15	3,554,000	1,770,200		22,781.14	11,346.99		6.41
Mar-15	3,069,000	1,738,000		19,672.29	11,140.58		6.41
Jan-15	3,448,000	1,802,600		22,101.68	11,554.67		6.41
Nov-14	6,806,000	1,684,300		43,626.46	10,796.37		6.41
Sep-14	8,287,000	1,556,000		53,119.67	9,973.96		6.41
Jul-14	6,465,000	1,553,800	41,733,900	41,440.65	9,959.86	267,514.32	6.41
-Jul 14				(41,440.65)	(9,959.86)		
+Jul 15				\$ 39,825.33	10,302.16	266,241.30	
						\$ (1,273.02)	

### May 2017 YTD RO Expenses by Category



## HRSD EXPENSES FOR RO PLANT FY2013-FY2017



<b>HRSD Charges to date per month</b>				1 CCF=748 gallons	Comparison thru April	
Billing Date	Read Date	Usage per HRSD	Rate	Charge	Usage	Charge
11/13/2011	10/31/2011	3,568,426	3.05/CCF	14,550.33		
12/13/2011	11/30/2011	3,238,929	3.05/CCF	13,206.81		
1/13/2012	12/31/2011	3,328,126	3.05/CCF	13,570.67		
2/21/2012	1/31/2012	3,159,403	3.05/CCF	12,882.59		
3/19/2012	2/29/2012	3,008,612	3.05/CCF	12,267.71		
4/12/2012	3/31/2012	3,475,852	3.05/CCF	14,173.05		
5/16/2012	4/30/2012	3,972,056	3.05/CCF	16,196.11		
6/17/2012	5/31/2012	4,309,462	3.05/CCF	17,580.20		
7/13/2012	6/30/2012	5,002,760	3.05/CCF	20,399.01		
		33,063,626		\$ 134,826.48		
8/20/2012	7/31/2012	5,364,598	3.29/CCF	23,595.55		
9/14/2012	8/31/2012	4,508,384	3.29/CCF	19,829.82		
10/20/2012	9/30/2012	4,307,656	3.29/CCF	18,946.78		
11/19/2012	10/31/2012	4,258,732	3.29/CCF	18,731.62		
12/17/2012	11/30/2012	3,868,188	3.29/CCF	17,013.91		
1/12/2013	12/31/2012	3,764,536	3.29/CCF	16,557.91		
2/15/2013	1/31/2013	3,788,872	3.29/CCF	16,664.84		
3/14/2013	2/28/2013	3,277,364	3.29/CCF	14,415.14		
4/18/2013	3/31/2013	3,587,116	3.29/CCF	15,777.52		
5/16/2013	4/30/2013	3,647,920	3.29/CCF	16,045.00		
6/13/2013	5/31/2013	3,883,704	3.29/CCF	17,082.01		
7/11/2013	6/30/2013	4,038,800	3.29/CCF	17,764.36	40,373,366	177,578.09
		48,295,870		\$ 212,424.46		
8/14/2013	7/31/2013	4,395,136	3.55/CCF	20,859.45		
9/16/2013	8/31/2013	3,779,664	3.55/CCF	17,938.15		
10/17/2013	9/30/2013	3,922,112	3.55/CCF	18,614.43		
11/18/2013	10/31/2013	3,780,992	3.55/CCF	17,944.54		
12/13/2013	11/30/2013	3,490,432	3.55/CCF	16,565.72		
1/17/2014	12/31/2013	3,419,744	3.55/CCF	16,230.25		
2/11/2014	1/31/2014	3,620,040	3.55/CCF	17,180.58		
3/14/2014	2/28/2014	3,202,720	3.55/CCF	15,200.04		
4/16/2014	3/31/2014	3,517,704	3.55/CCF	16,694.94		
5/27/2014	4/30/2014	3,510,032	3.55/CCF	16,658.73		
6/14/2014	5/31/2014	4,015,224	3.55/CCF	19,056.40		
7/21/2014	6/30/2014	4,306,496	3.55/CCF	20,438.77	36,638,576	173,886.83
		44,960,296		\$ 213,382.00		

<b>HRSD Charges to date per month</b>				1 CCF=748 gallons	Comparison thru April	
Billing Date	Read Date	Usage per HRSD	Rate	Charge	Usage	Charge
8/19/2014	7/31/2014	4,352,480	3.83/CCF	22,286.00		
10/2/2014	8/31/2014	4,214,710	3.83/CCF	21,580.52		
11/20/2014	9/30/2014	4,177,303	3.83/CCF	21,389.02		
11/20/2014	10/31/2014	4,363,507	3.83/CCF	22,342.69		
12/17/2014	11/30/2014	3,786,703	3.83/CCF	19,388.99		
1/14/2015	12/31/2014	3,784,965	3.83/CCF	19,380.18		
2/18/2015	1/31/2015	3,628,334	3.83/CCF	18,578.18		
3/13/2015	2/28/2015	3,493,560	3.83/CCF	17,888.02		
4/28/2015	3/31/2015	3,798,382	3.83/CCF	19,449.12		
5/31/2015	4/30/2015	3,751,512	3.83/CCF	19,208.98		
6/30/2015	5/31/2015	4,609,730	3.83/CCF	23,603.14		
7/22/2015	6/30/2015	4,449,108	3.83/CCF	22,780.84	39,351,456	201,491.70
		48,410,294		\$ 247,875.68		
8/18/2015	7/31/2015	4,665,711	4.13/CCF	25,761.29		
9/21/2015	8/31/2015	4,846,280	4.13/CCF	26,758.27		
10/13/2015	9/30/2015	4,249,862	4.13/CCF	23,465.01		
11/16/2015	10/31/2015	4,260,123	4.13/CCF	23,522.00		
12/14/2015	11/30/2015	3,610,698	4.13/CCF	19,935.92		
1/13/2016	12/31/2015	3,480,926	4.13/CCF	19,219.37		
2/12/2016	1/31/2016	3,633,192	4.13/CCF	20,060.24		
3/8/2016	2/29/2016	2,994,404	4.13/CCF	16,533.22		
4/14/2016	3/30/2016	3,077,636	4.13/CCF	16,992.89		
5/15/2016	4/30/2016	3,005,292	4.13/CCF	16,593.51		
6/15/2016	5/31/2016	3,626,724	4.13/CCF	20,024.72		
7/15/2016	6/30/2016	3,916,340	4.13/CCF	21,623.85		
		45,367,188		\$ 250,490.29	37,824,124	208,841.72
8/11/2016	7/31/2016	4,345,472	4.51/CCF	26,200.85		
9/15/2016	8/31/2016	4,724,928	4.51/CCF	28,488.77		
10/7/2016	9/30/2016	3,806,220	4.51/CCF	22,949.14		
11/4/2016	10/31/2016	3,223,400	4.51/CCF	19,435.39		
12/7/2016	11/30/2016	3,038,008	4.51/CCF	18,317.37		
1/12/2017	12/31/2016	2,854,056	4.51/CCF	17,208.36		
2/15/2017	1/31/2017	2,817,144	4.51/CCF	16,985.56		
3/15/2017	2/28/2017	2,418,976	4.51/CCF	14,584.89		
4/15/2017	3/31/2017	2,761,768	4.51/CCF	16,651.82		
5/15/2017	4/30/2017	2,889,072	4.51/CCF	17,419.42	32,879,044	198,241.57

CASH BALANCES AS OF MAY 2017					
			Current Year	Prior Year	
ACCOUNT NAME	BANK NAME	ACCOUNT BALANCE	Interco. Balances	Interco./Interdep Balances	ADJUSTED BALANCES
<b>Water</b>	Farmers Bank	1,279,133.05	(772,969.68)	-	506,163.37
<b>Water-Debt Service</b>	Farmers Bank	828,506.81	39,182.62	-	867,689.43
<b>Water Capital Escrow (availability fees)</b>	TowneBank	428,606.03	2,720.00	-	431,326.03
<b>Water Treatment Plant Escrow</b>	TowneBank	112,464.10			112,464.10
<b>Water Deposit Account</b>	TowneBank	85,277.24			85,277.24
<b>Water Development Escrow</b>	TowneBank	118,661.38		-	118,661.38
<b>Subtotal Water</b>		<b>2,852,648.61</b>	<b>(731,067.06)</b>	<b>-</b>	<b>2,121,581.55</b>
<b>Sewer</b>	Farmers Bank	558,276.65	(202,036.47)	(291,000.36)	65,239.82
<b>Sewer Development Escrow</b>	TowneBank	377,145.77		-	377,145.77
<b>Sewer Capital Escrow (availability fees)</b>	TowneBank	835,301.71	4,120.00	-	839,421.71
<b>Sewer Compliance</b>	Farmers Bank	1,791,873.44	102,119.47	-	1,893,992.91
<b>Subtotal Sewer</b>		<b>3,562,597.57</b>	<b>(95,797.00)</b>	<b>(291,000.36)</b>	<b>3,175,800.21</b>
<b>Highway</b>	Farmers Bank	25,750.23	(35,983.26)	-	(10,233.03)
<b>General Fund</b>	Farmers Bank	1,180,833.45	899,178.70	291,000.36	2,371,012.51
<b>Payroll</b>	Farmers Bank	365,773.52			365,773.52
<b>Money Market-General Fund</b>	TowneBank	2,201.80			2,201.80
<b>Business Super Now-General Fund</b>	Farmers Bank	33,465.90			33,465.90
<b>Money Market-General Fund</b>	Farmers Bank	291,663.31			291,663.31
<b>General Fund Capital Escrow Account</b>	TowneBank	216,186.43			216,186.43
<b>Certificate of Deposit</b>	Farmers Bank	526,695.66			526,695.66
<b>Certificate of Deposit-Police Dept</b>	Farmers Bank	36,932.69			36,932.69
<b>Special Project Account</b>	Farmers Bank	2,730,671.77			2,730,671.77
<b>Pinewood Heights Escrow</b>	Farmers Bank	68,261.53			68,261.53
<b>SNAP Account</b>	Farmers Bank	2,294.75			2,294.75
<b>Museum Account</b>	Farmers Bank	155,764.74			155,764.74
<b>Windsor Castle Acct</b>	TowneBank	84,500.00			84,500.00
<b>S. Church Street Account</b>	TowneBank	36,331.38	(36,331.38)	-	-
<b>Subtotal General Fund</b>		<b>5,731,576.93</b>	<b>862,847.32</b>	<b>291,000.36</b>	<b>6,885,424.61</b>
<b>TOTAL ALL FUNDS</b>		<b>12,172,573.34</b>	<b>-</b>	<b>-</b>	<b>12,172,573.34</b>



# Account Statement

May 2017

## Town of Smithfield

P.O. Box 246  
Smithfield, VA 23431  
U.S.A.

## VIP 1-3 Year High Quality Bond Fund VA-01-0009-0001

### Summary

VA-01-0009-0001		General					
Beginning Cost	Beginning Market Value	Contributions	Withdrawals	Income Earned	Ending Market Value	Ending Cost	Current Month Unrealized G/L
509,095.22	511,124.40	0.00	41.97	488.63	511,708.54	509,541.88	137.47

### Transactions

Transaction Date	Transaction Description	Contributions & Income Earned	Withdrawals	Balance	NAV	Shares	Realized GL
05/15/2017	Withdrawal		41.97		10.044472	4.178	0.00
05/15/2017	Income Earned	241.97			10.044472	24.090	
05/31/2017	Income Earned	246.66			10.051522	24.540	
05/31/2017	Ending Balance			511,708.54	10.051522	50,908.563	



# Account Statement

May 2017

## Town of Smithfield

P.O. Box 246  
 Smithfield, VA 23431  
 U.S.A.

## VIP Stable NAV Liquidity Pool VA-01-0009-5001

### Summary

Average Monthly Yield: 1.00%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Average Daily Balance	Month End Balance
VA-01-0009-5001 Liquid General	0.00	0.00	0.00	0.00	0.00	0.00

### Transactions

Transaction Date	Transaction Description	Contributions & Income Earned	Withdrawals	Balance	Transaction Number
05/31/2017	Ending Balance			0.000	



## Daily Rates

May 2017

### VIP Stable NAV Liquidity Pool

Date	Dividend Rate	Annual Yield
01-May-17	0.000027537	1.01%
02-May-17	0.000027537	1.01%
03-May-17	0.000029181	1.07%
04-May-17	0.000028085	1.03%
05-May-17	0.000028085	1.03%
06-May-17	0.000028085	1.03%
07-May-17	0.000028085	1.03%
08-May-17	0.000028359	1.04%
09-May-17	0.000026441	0.97%
10-May-17	0.000028085	1.03%
11-May-17	0.000027537	1.01%
12-May-17	0.000027263	1.00%
13-May-17	0.000027263	1.00%
14-May-17	0.000027263	1.00%
15-May-17	0.000027537	1.01%
16-May-17	0.000027537	1.01%
17-May-17	0.000027263	1.00%
18-May-17	0.000027263	1.00%
19-May-17	0.000027344	1.00%
20-May-17	0.000027344	1.00%
21-May-17	0.000027344	1.00%
22-May-17	0.000026715	0.98%
23-May-17	0.000027263	1.00%
24-May-17	0.000026989	0.99%
25-May-17	0.000027115	0.99%
26-May-17	0.000026989	0.99%
27-May-17	0.000026989	0.99%
28-May-17	0.000026989	0.99%
29-May-17	0.000026989	0.99%
30-May-17	0.000027052	0.99%
31-May-17	0.000027045	0.99%

**INVOICES - OVER \$10,000.00  
REQUIRING COUNCIL  
AUTHORIZATION**

# APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

TO OWNER: Town of Smithfield  
P.O Box 246  
Smithfield VA 23431

PROJECT: Joseph W. Luter, Jr Sports Com  
Courthouse Highway  
Smithfield VA 23431

APPLICATION NO: 7  
PERIOD TO: 06/30/2017  
PROJECT NO: 16954  
CONTRACT DATE:

Distribution to:  
 OWNER  
 ARCHITECT  
 CONTRACTOR

FROM CONTRACTOR: R.A.D. Sports  
171 VFW Drive  
Rockland MA 02370

VIA ARCHITECT: Alpha Corporation  
295 Bendix Road, Suite 340  
Virginia Beach VA 23452

CONTRACT FOR:

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the contract. Continuation sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM .....	\$2,578,800.00
2. Net change by Change Orders .....	-\$58,943.68
3. CONTRACT SUM TO DATE (LINE 1 ± 2).....	\$2,519,856.32
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) .....	\$1,791,830.00
5. RETAINAGE	
a. 5.00 % of Completed Work .....	\$89,591.50
(Columns D + E on G703)	
b. 0.00 % of Stored Materials .....	\$0.00
(Columns F on G703)	
Total Retainage (Line 5a + 5b or Total in Columns I on G703) .....	\$89,591.50
6. TOTAL EARNED LESS RETAINAGE .....	\$1,702,238.50
(Line 4 less Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT .....	\$1,515,231.00
(Line 6 from prior Certificate)	
8. CURRENT PAYMENT DUE .....	\$187,007.50
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) .....	\$817,617.82

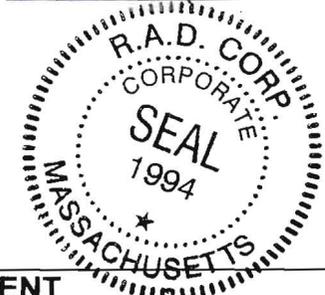
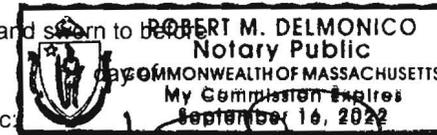
CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this month		
TOTALS	\$42,690.00	-\$101,633.68
NET CHANGES by Change Order		-\$58,943.68

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

CONTRACTOR: R.A.D. Corp  
By: James P. Delmonico Date: 6-21-17

State of:  
County of:

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2017.  
Notary Public: Robert M. Delmonico  
My Commission expires September 16, 2022



## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observation and the data comprising this application, the Architect certifies to the owner that to the best of the Architect's knowledge, information and belief the work has been progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$187,007.50

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT: Alpha Corporation  
By: B. V. ... Date: JUNE 21, 2017

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this contract.

**CONTINUATION SHEET**

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed Certification, is attached.  
 In tabulations below, amounts are stated to the nearest dollar.  
 Use column I in Contracts where variable retainage for line items may apply.

APPLICATION NO: 7  
 APPLICATION DATE: 06/20/2017  
 PERIOD TO: 06/30/2017

ARCHITECTS PROJECT NO: 16954

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	E WORK COMPLETED		F MATERIALS STORED NOT IN D O R E	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)		H BALANCE TO FINISH (C-G)	I RETAINAGE
			D FROM PREVIOUS APPLICATION	THIS PERIOD		%			
							3.200		
1.010	Site Mobilization	42,000.00	31,500.00	2,100.00		33,600.00	80.00	8,400.00	1,680.00
2.010	Erosion Control	36,000.00	23,400.00			23,400.00	65.00	12,600.00	1,170.00
70.300	Tree and Stump Removal	52,000.00	52,000.00			52,000.00	100.00		2,600.00
3.400	Earthwork	321,000.00	321,000.00			321,000.00	100.00		16,050.00
2.030	Strip and Screen Topsoil	84,000.00	75,600.00	4,200.00		79,800.00	95.00	4,200.00	3,990.00
4.060	Water Lines	64,000.00	54,400.00	6,400.00		60,800.00	95.00	3,200.00	3,040.00
35.090	Sewer Line Work	129,000.00	116,100.00	6,450.00		122,550.00	95.00	6,450.00	6,127.50
4.050	Storm Drainage	156,000.00	152,880.00			152,880.00	98.00	3,120.00	7,644.00
28.000	Chain Link Fence	132,000.00	92,400.00			92,400.00	70.00	39,600.00	4,620.00
2300.000	Underground Electric Pipi	42,000.00	39,900.00			39,900.00	95.00	2,100.00	1,995.00
413.000	Scoreboards	26,000.00	23,400.00	1,300.00		24,700.00	95.00	1,300.00	1,235.00
70.951	Parking Lot Lights	22,000.00	19,800.00	1,100.00		20,900.00	95.00	1,100.00	1,045.00
3.240	Dugouts	166,000.00	116,200.00	41,500.00		157,700.00	95.00	8,300.00	7,885.00
3.220	Site Amenities	52,000.00	18,200.00			18,200.00	35.00	33,800.00	910.00
2.160	Athletic Equipment	54,000.00	27,000.00			27,000.00	50.00	27,000.00	1,350.00
12879.015	Screen & Spread Topsoil	156,000.00	70,200.00	31,200.00		101,400.00	65.00	54,600.00	5,070.00
1722.000	Seed	218,000.00	76,300.00			76,300.00	35.00	141,700.00	3,815.00
432.000	Infield Mix	84,000.00						84,000.00	
2.040	Gravel Base to Subgrade	128,000.00	44,800.00	38,400.00		83,200.00	65.00	44,800.00	4,160.00
20018.000	Concrete Flat work	106,000.00		31,800.00		31,800.00	30.00	74,200.00	1,590.00
3.260	Asphalt Paving	42,000.00						42,000.00	
4.070	Site Electric	96,000.00	86,400.00	4,800.00		91,200.00	95.00	4,800.00	4,560.00

**CONTINUATION SHEET**

**AIA DOCUMENT G703**

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed Certification, is attached. In tabulations below, ammounts are stated to the nearest dollar. Use column I in Contracts where variable retainage for line items may apply.

APPLICATION NO: 7

APPLICATION DATE: 06/20/2017

PERIOD TO: 06/30/2017

ARCHITECTS PROJECT NO: 16954

A ITEM NO:	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D E WORK COMPLETED		F MATERIALS STORED NOT IN D OR E	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)		H BALANCE TO FINISH (C-G)	I RETAINAGE
			FROM PREVIOUS APPLICATION	THIS PERIOD		%			
10.090	Bleacher	38,000.00						38,000.00	
2.115	Well Drilling/ Pumps	66,000.00	59,400.00			59,400.00	90.00	6,600.00	2,970.00
2.110	Irrigation	138,000.00	48,300.00	27,600.00		75,900.00	55.00	62,100.00	3,795.00
60.000	Landscape	78,000.00	7,800.00			7,800.00	10.00	70,200.00	390.00
4.180	Punch List	12,800.00						12,800.00	
9901.000	Change Order #01	-101,633.68						-101,633.68	
9902.000	Change Order #02	10,980.00						10,980.00	
9903.000	Change Order #03	27,850.00						27,850.00	
9904.000	Change Order #04	3,860.00						3,860.00	
		<b>2,519,856.32</b>	<b>1,594,980.00</b>	<b>196,850.00</b>		<b>1,791,830.00</b>	<b>71.11</b>	<b>728,026.32</b>	<b>89,591.50</b>

**From:** Brian Camden [mailto:[brian.camden@alphacorporation.com](mailto:brian.camden@alphacorporation.com)]

**Sent:** Friday, June 23, 2017 10:13 AM

**To:** Lesley King; Peter Stephenson

**Subject:** FW: JOSEPH LUTER SPORTS COMPLEX PAY APP

Peter and Lesley,

Attached, please find the monthly pay application from A. R. Chesson Construction Company for the period ending June 15, 2017.

Alpha Corporation has reviewed and recommends payment in the amount requested of \$88,562.44.

I plan to pick up the original pay application document Monday when I visit the job site, and will then certify and bring to your office.

**Brian Camden**

Program Manager

Alpha Corporation  
295 Bendix Road, Suite 340  
Virginia Beach, VA. 23452  
757.533.9368 Phone  
757.419.2306 Direct  
[www.alphacorporation.com](http://www.alphacorporation.com)

# AIA® Document G702™ – 1992

## Application and Certificate for Payment

<b>TO OWNER:</b>	TOWN OF SMITHFIELD 310 INSTITUTE STREET SMITHFIELD, VA	<b>PROJECT:</b>	JOSEPH W. LUTER JR. COMPLEX 900 WEST MAIN ST SMITHFIELD, VA	<b>APPLICATION NO:</b>	E42100003	<b>Distribution to:</b>
				<b>PERIOD TO:</b>	6/15/2017	OWNER <input type="checkbox"/>
<b>FROM CONTRACTOR:</b>		<b>VIA ARCHITECT:</b>	ALPHA CORPORATION 295 BENDIX ROAD, SUITE 340 VIRGINIA BEACH, VA 23452	<b>CONTRACT FOR:</b>		ARCHITECT <input type="checkbox"/>
	A R Chesson Construction Co., Inc. P O Box 2266			<b>CONTRACT DATE:</b>		CONTRACTOR <input type="checkbox"/>
				<b>PROJECT NOS:</b>	E421 / E421 /	FIELD <input type="checkbox"/>
						OTHER <input type="checkbox"/>

### CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. AIA Document G703™, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM .....	\$	637,100.00
2. NET CHANGE BY CHANGE ORDERS .....	\$	-477.86
3. CONTRACT SUM TO DATE (Line 1 ± 2) .....	\$	636,622.14
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) .....	\$	330,053.94
<b>5. RETAINAGE:</b>		
a. <u>  </u> % of Completed Work (Columns D + E on G703)	\$	15,410.64
b. <u>  </u> % of Stored Material (Column F on G703)	\$	1,092.10
Total Retainage (Lines 5a + 5b, or Total in Column I of G703) .....	\$	16,502.74
6. TOTAL EARNED LESS RETAINAGE .....	\$	313,551.20
(Line 4 minus Line 5 Total)		
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT .....	\$	224,988.76
(Line 6 from prior Certificate)		
8. CURRENT PAYMENT DUE .....	\$	88,562.44
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 minus Line 6)	\$	323,070.94

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$	\$ -477.86
Total approved this month	\$	\$
<b>TOTAL</b>	\$	\$ -477.86
<b>NET CHANGES by Change Order</b>	\$	\$ -477.86

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

**CONTRACTOR:** A R Chesson Construction Co., Inc.  
**By:** \_\_\_\_\_ **Date:** 06/15/2017  
**State of:** NORTH CAROLINA  
**County of:** CHOWAN  
 Subscribed and sworn to before me this 15 June, 2017 day of  
**Notary Public:**  
 My commission expires:

### ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

**AMOUNT CERTIFIED** ..... \$ \_\_\_\_\_  
 (Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

**ARCHITECT:** ALPHA CORPORATION  
**By:** \_\_\_\_\_ **Date:** \_\_\_\_\_

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

**CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.**

## REQUEST FOR PAYMENT DETAIL

Project: E421 / JOSEPH W. LUTER JR. COMPLE:

Draw: E421-3

Period Ending Date: 6/15/2017

Item ID	Description	Total Contract Amount	Previously Completed Work	Work Completed This Period	Presently Stored Materials	Completed And Stored To Date	% Comp	Balance To Finish	Retainage Balance
01-05010C	BUILDERS RISK INSURANCE	2,039.00	2,039.00			2,039.00	100.00		101.95
01-32230C	SURVEY AND LAYOUT DATA	1,071.00	800.00			800.00	74.70	271.00	40.00
01-412601	PERMITS	2,572.00	2,572.00			2,572.00	100.00		128.60
01-50010C	CONST.CONTRLS/TEMP.FACILIT	1,384.00	552.00	276.00		828.00	59.83	556.00	41.40
01-51000C	TEMPORARY UTILITIES	1,822.00	728.00	364.00		1,092.00	59.93	730.00	54.60
01-52000C	JOB SITE TRAILER	2,357.00	942.00	471.00		1,413.00	59.95	944.00	70.65
01-54390C	CONSTRUCTION SUPPLIES	8,070.00	3,228.00	1,614.00		4,842.00	60.00	3,228.00	242.10
01-741902	CLEANING/DUMPSTER	5,786.00	2,314.00	1,157.00		3,471.00	59.99	2,315.00	173.55
01-742301	FINAL CLEANUP	1,071.00						1,071.00	
01-78330C	BONDS	5,090.00	5,090.00			5,090.00	100.00		254.50
03-000001	CONCRETE FOOTINGS BUILDIN	15,751.00	15,751.00			15,751.00	100.00		787.55
03-00009C	CONCRETE SLAB BUILDING	13,876.00	13,876.00			13,876.00	100.00		693.80
03-20000C	CONCRETE FOOTINGS SIGN	4,875.00						4,875.00	
03-35000C	POLISHED CONCRETE	9,774.00						9,774.00	
04-000001	CMU MATERIAL	10,929.00	10,929.00			10,929.00	100.00		546.45
04-00009C	MASONRY LABOR BUILDING	30,108.00	18,064.80	10,537.80		28,602.60	95.00	1,505.40	1,430.13
04-012052	UNIT MASONRY CLEANING	536.00						536.00	
04-05130C	MORTAR MATERIAL	5,143.00	5,143.00			5,143.00	100.00		257.15
04-051302	MORTAR SAND	1,607.00	1,607.00			1,607.00	100.00		80.35
04-05160C	MASONRY GROUT - MATERIAL	8,786.00	5,271.60	3,514.40		8,786.00	100.00		439.30
04-05169C	MASONRY GROUT - LABOR	2,057.00	1,234.20	822.80		2,057.00	100.00		102.85
04-051903	MASONRY REINFORCING	5,759.00	5,759.00			5,759.00	100.00		287.95
04-05210C	BRICK MATERIAL BUILDING	5,418.00	5,418.00			5,418.00	100.00		270.90
04-052302	SPLIT FACE MATERIAL	10,715.00	10,715.00			10,715.00	100.00		535.75
04-20000C	UNIT MASONRY SIGN MATERIAL	15,001.00	15,001.00			15,001.00	100.00		750.05
04-20009C	UNIT MASONRY SIGN LABOR	17,679.00						17,679.00	
04-211390	MASONRY ACCESSORIES	4,714.00	4,714.00			4,714.00	100.00		235.70
04-211391	MASONRY EQUIPMENT	3,429.00	2,057.40	1,000.00		3,057.40	89.16	371.60	152.87
05-05230C	METAL FASTENING	1,393.00		696.50		696.50	50.00	696.50	34.83
05-12008C	STRUCTURAL STEEL SHOP DR/	3,750.00	3,750.00			3,750.00	100.00		187.50

REQUEST FOR PAYMENT DETAIL

Project: E421 / JOSEPH W. LUTER JR. COMPLE

Draw: E421-3

Period Ending Date: 6/15/2017

Item ID	Description	Total Contract Amount	Previously Completed Work	Work Completed This Period	Presently Stored Materials	Completed And Stored To Date	% Comp	Balance To Finish	Retainage Balance
05-52000C	STEEL STAIRS AND RAILS	21,430.00						21,430.00	
05-52130C	ALUMINUM BALCONY RAILS	10,715.00						10,715.00	
05-58000C	STEEL LINTELS	2,262.00						2,262.00	
05-70000C	ALUMINUM CANE RAIL	1,404.00						1,404.00	
06-10530C	FRAMING EQUIPMENT	3,214.00						3,214.00	
06-110000	FRAMING LABOR MAIN BUILDIN	18,215.00		12,000.00		12,000.00	65.88	6,215.00	600.00
06-110091	FRAMING MATERIAL	10,500.00	10,500.00			10,500.00	100.00		525.00
06-17530C	SHOP-FABRICATED WOOD TRU	11,251.00		11,251.00		11,251.00	100.00		562.55
06-18160C	EXTERIOR TRIM EQUIPMENT	1,929.00						1,929.00	
06-20000C	EXTERIOR TRIM MATERIAL	17,787.00	13,340.25	4,446.75		17,787.00	100.00		889.35
06-20009C	EXTERIOR TRIM LABOR	10,715.00						10,715.00	
06-40000C	ARCHITECTURAL WOODWORK	1,340.00						1,340.00	
07-21000C	RIGID INSULATION MATERIAL	3,204.00	3,204.00			3,204.00	100.00		160.20
07-21009C	RIGID INSULATION LABOR	1,500.00						1,500.00	
07-240001	BATT INSULATION	1,393.00						1,393.00	
07-31000C	ROOF SHINGLES MATERIAL	12,965.00						12,965.00	
07-31009C	ROOF SHINGLES LABOR	6,107.00						6,107.00	
07-50000C	MEMBRANE ROOFING MATERIA	3,750.00						3,750.00	
07-50009C	MEMBRANE ROOFING LABOR	5,893.00						5,893.00	
07-60000C	FLASHING MATERIAL	8,143.00						8,143.00	
07-60009C	FLASHING LABOR	2,357.00						2,357.00	
07-712303	GUTTERS MATERIAL	3,000.00						3,000.00	
07-72330C	GUTTERS LABOR	2,357.00						2,357.00	
07-92000C	JOINT SEALANTS	1,607.00						1,607.00	
08-111300	HOLLOW METAL DOORS & FRAI	5,465.00	5,465.00			5,465.00	100.00		273.25
08-111390	HMMWOOD DOOR LABOR	2,357.00		707.10		707.10	30.00	1,649.90	35.36
08-33000C	OVERHEAD DOORS	954.00						954.00	
08-50000C	WINDOWS MATERIAL	14,842.00			14,842.00	14,842.00	100.00		742.10
08-50009C	WINDOWS LABOR	857.00						857.00	
08-70000C	DOOR HARDWARE ALLOWANCE	14,000.00			7,000.00	7,000.00	50.00	7,000.00	350.00

## REQUEST FOR PAYMENT DETAIL

Project: E421 / JOSEPH W. LUTER JR. COMPLE

Draw: E421-3

Period Ending Date: 6/15/2017

Item ID	Description	Total Contract Amount	Previously Completed Work	Work Completed This Period	Presently Stored Materials	Completed And Stored To Date	% Comp	Balance To Finish	Retainage Balance
09-211600	GYPSUM BOARD MATERIAL	2,250.00						2,250.00	
09-211690	GYPSUM BOARD LABOR	2,464.00						2,464.00	
09-221600	METAL FRAMING MATERIAL	2,786.00	2,786.00			2,786.00	100.00		139.30
09-90000C	PAINTING AND COATING	9,517.00						9,517.00	
10-14000C	SIGNAGE MATERIAL	1,543.00						1,543.00	
10-14009C	SIGNAGE LABOR	214.00						214.00	
10-14050C	INTERIOR SIGNAGE	214.00						214.00	
10-211300	TOILET PARTITIONS	8,121.00						8,121.00	
10-28000C	TOILET ACCESS. MAT. ALLOWAN	1,800.00						1,800.00	
10-28009C	TOILET ACCESSORIES LABOR	429.00						429.00	
10-51000C	PRESS BOX SHELF MATERIAL	2,058.00						2,058.00	
10-51009C	PRESS BOX SHELF LABOR	214.00						214.00	
10-55000C	AWNINGS MATERIAL	4,714.00						4,714.00	
10-55009C	AWNINGS LABOR	429.00						429.00	
10-70000C	STATUES MATERIAL	8,947.00	4,473.50	4,473.50		8,947.00	100.00		447.36
10-73000C	STATUES LABOR	2,143.00						2,143.00	
10-73130C	UTILITY SHELF	214.00						214.00	
10-75000C	WEATHERVANE MATERIAL	5,218.00	2,609.00	2,609.00		5,218.00	100.00		260.90
10-75009C	WEATHERVANE LABOR	643.00						643.00	
22-000001	PLUMBING FIXTURES MATERIAL	9,046.00						9,046.00	
22-00009C	PLUMBING FIXTURES LABOR	3,224.00						3,224.00	
22-07000C	WASTE PIPE MATERIAL	2,381.00	2,142.00	239.00		2,381.00	100.00		119.05
22-07009C	WASTE PIPE LABOR	4,270.00	3,843.00	427.00		4,270.00	100.00		213.50
22-110000	WATER PIPE MATERIAL	3,315.00	2,652.00	663.00		3,315.00	100.00		165.75
22-13000C	WATER PIPE LABOR	4,512.00	3,609.60	902.40		4,512.00	100.00		225.60
22-13010C	DRAINS/CLEAN OUTS MATERIAL	6,857.00	6,857.00			6,857.00	100.00		342.85
22-13019C	DRAINS/CLEAN OUTS LABOR	1,290.00	1,290.00			1,290.00	100.00		64.50
22-130191	GREASE TRAP MATERIAL	1,580.00						1,580.00	
22-13030C	GREASE TRAP LABOR	645.00						645.00	
22-13039C	VENT PIPE MATERIAL	598.00						598.00	

REQUEST FOR PAYMENT DETAIL

Project: E421 / JOSEPH W. LUTER JR. COMPLE:

Draw: E421-3

Period Ending Date: 6/15/2017

Item ID	Description	Total Contract Amount	Previously Completed Work	Work Completed This Period	Presently Stored Materials	Completed And Stored To Date	% Comp	Balance To Finish	Retainage Balance
22-13530C	VENT PIPE LABOR	2,135.00						2,135.00	
22-142613	INSULATION	5,036.00	4,028.80	1,007.20		5,036.00	100.00		251.80
22-40000C	EQUIPMENT RENTAL	2,143.00	2,143.00			2,143.00	100.00		107.15
22-42019C	TRAP PRIMERS MATERIAL	1,286.00	1,286.00			1,286.00	100.00		64.30
22-420191	TRAP PRIMERS LABOR	806.00	806.00			806.00	100.00		40.30
23-000001	AHU INSTALL - MATERIAL	493.00						493.00	
23-00009C	AHU INSTALL - LABOR	609.00						609.00	
23-05000C	DUCTLESS SPLIT INSTALL-MAT.	171.00						171.00	
23-059301	DUCTLESS SPLIT INSTALL-LABC	609.00						609.00	
23-07000C	EXHAUST FAN INSTALL - MATER	214.00						214.00	
23-090001	EXHAUST FAN INSTALL-LABOR	1,430.00						1,430.00	
23-30000C	EQUIPMENT	4,200.00						4,200.00	
23-31009C	GRILLES	1,961.00						1,961.00	
23-310091	ROUND DUCT - MATERIAL	2,379.00						2,379.00	
23-34419C	ROUND DUCT - LABOR	1,178.00						1,178.00	
26-000001	WIRING ROUGH IN MATERIAL	2,325.00	1,162.50	232.50		1,395.00	60.00	930.00	69.76
26-00009C	WIRING ROUGH IN LABOR	6,407.00	3,203.50	640.70		3,844.20	60.00	2,562.80	192.22
26-012602	WIRING TRIM OUT MATERIAL	1,854.00						1,854.00	
26-09160C	WIRING TRIM OUT LABOR	2,170.00						2,170.00	
26-20000C	WIRING DEVICES MATERIAL	552.00						552.00	
26-21000C	WIRING DEVICES LABOR	1,318.00						1,318.00	
26-24000C	LIGHT FIXTURES MATERIAL	13,779.00						13,779.00	
26-27000C	LIGHT FIXTURES LABOR	2,845.00						2,845.00	
26-27269C	PANELBOARDS MATERIAL	1,339.00						1,339.00	
26-272691	PANELBOARDS LABOR	1,104.00						1,104.00	
26-32000C	TRANSFORMER MATERIAL	2,105.00						2,105.00	
26-41000C	TRANSFORMER LABOR	846.00						846.00	
26-50000C	EQUIPMENT CONNECTIONS MA	225.00						225.00	
26-52000C	EQUIPMENT CONNECTIONS LAI	739.00						739.00	
31-31010C	SOIL POISONING	407.00	407.00			407.00	100.00		20.35

## REQUEST FOR PAYMENT DETAIL

Project E421 / JOSEPH W. LUTER JR. COMPLE:

Draw: E421-3

Period Ending Date: 6/15/2017

Item ID	Description	Total Contract Amount	Previously Completed Work	Work Completed This Period	Presently Stored Materials	Completed And Stored To Date	% Comp	Balance To Finish	Retainage Balance
32-14009C	EXPOSED AGGREGATE CONCR	2,293.00						2,293.00	
32-160001	SIDEWALKS MATERIAL	5,357.00						5,357.00	
32-16009C	SIDEWALKS LABOR	3,348.00						3,348.00	
32-31000C	WIRE MESH PARTITION	1,807.00						1,807.00	
32-31009C	ALUMINUM DOUBLE GATE	5,338.00						5,338.00	
32-32000C	MECHANICAL ENCLOSURE FEN	2,641.00						2,641.00	
33-40000C	FOUNDATION DRAINS	1,286.00	1,286.00			1,286.00	100.00		64.30
81-03350C	SUPERINTENDENT	27,858.00	11,142.00	5,571.00		16,713.00	59.99	11,145.00	835.65
81-03400C	PROJECT MANAGER	15,001.00	6,000.00	3,000.00		9,000.00	60.00	6,001.00	450.00
81-03500C	OFFICE - CLERICAL	1,500.00	600.00	300.00		900.00	60.00	600.00	45.00
81-03759C	GENERAL LABOR	5,786.00	2,314.00	1,157.00		3,471.00	59.99	2,315.00	173.55
81-04000C	TRAVEL EXPENSE	6,509.00	2,802.00	1,301.00		3,903.00	59.96	2,606.00	195.15
89-00015C	CO#1 PCO# 1, 2, 3	-477.86	-477.86			-477.86	100.00		-23.89

Totals	636,622.14	236,830.29	71,381.65	21,842.00	330,053.94	51.84	306,568.20	16,502.74
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REQUEST FOR PAYMENT DETAIL

Project: E421 / JOSEPH W. LUTER JR. COMPLE:

Draw: E421-3

Period Ending Date: 6/15/2017

Item ID	Description	Total Contract Amount	Previously Completed Work	Work Completed This Period	Presently Stored Materials	Completed And Stored To Date	% Comp	Balance To Finish	Retainage Balance
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<u>CO</u>	<u>CO Item and Description</u>	<u>CO Amount</u>
CO#1	133-000 CO#1 PCO# 1, 2, 3	-477.86
	Total Change Order amount	-477.86



# The Blair Bros., Inc.

P.O. Box 5413  
 Suffolk, VA 23435  
 (757) 538-1696 Fax: (757) 538-0714  
 www.blairbros.com  
 SWaM Cert #: 664748

# Invoice

Terms	P.O. No.	Date	Invoice #
NET 30 DAYS		6/5/2017	13116

Bill To:

Town of Smithfield  
 P O Box 246  
 Smithfield VA 23431

Project:

Beale Ave.

Item	Qty	Description	Rate	Amount
Contract		Provide equipment, labor, and materials to accomplish the following. 1. Mill in front of all concrete/asphalt driveways and at tie-ins. Approximately 1,400 square yards. 2. Overlay approximately 2,800 square yards. 3. Install shoulder stone 1'-1 1/2' wide along edge of new asphalt.	44,994.00	44,994.00
Contract		Credit for Dead End on west end. Work not completed due to utilities	-9,120.00	-9,120.00
		Vendor # _____		
		Account # _____		
		Dept. Head <u>W. R. Mills</u>		
		Town Manager <u>F. S.</u>		
<b>Total Invoices:</b>				
<b>\$ 180,244.00</b>				
				Approved 4/20/16

THANK YOU FOR YOUR BUSINESS

All charges during the month are due and payable by the 10th of the following month or as per stated terms. A SERVICE CHARGE OF 2% PER MONTH will be added to account from invoice date on past due accounts. This is an annual percentage rate of 24%. The customer agrees to pay service charges and the cost of collection, including attorney's fees.

If prices and terms on invoice are not as agreed, or if any claim or damage or deficiency is to be made, please notify us at once, as no claim made at maturity will be allowed.

**Invoice Total:** \$35,874.00





# The Blair Bros., Inc.

P.O. Box 5413  
Suffolk, VA 23435  
(757) 538-1696 Fax: (757) 538-0714  
www.blairbros.com  
SWaM Cert #: 664748

# Invoice

Terms	P.O. No.	Date	Invoice #
NET 30 DAYS		6/1/2017	13111

Bill To:

Town of Smithfield  
P O Box 246  
Smithfield VA 23431

Project:

Andrews Crossing/Rolfe to Lane

Item	Qty	Description	Rate	Amount
Contract		Provide equipment, labor, and material to accomplish the following. 1. Mill approximately 2,000 square yards at 2". 2. Install 2" of IM asphalt. Approximately 220 tons. 3. Install manhole risers as needed.	31,040.00	31,040.00

Approved  
4/2017

## THANK YOU FOR YOUR BUSINESS

All charges during the month are due and payable by the 10th of the following month or as per stated terms. A SERVICE CHARGE OF 2% PER MONTH will be added to account from invoice date on past due accounts. This is an annual percentage rate of 24%. The customer agrees to pay service charges and the cost of collection, including attorney's fees.

If prices and terms on invoice are not as agreed, or if any claim or damage or deficiency is to be made, please notify us at once, as no claim made at maturity will be allowed.

**Invoice Total:** \$31,040.00 ✓



Convenience fee added



# The Blair Bros., Inc.

P.O. Box 5413  
Suffolk, VA 23435  
(757) 538-1696 Fax: (757) 538-0714  
www.blairbros.com  
SWaM Cert #: 664748

# Invoice

Terms	P.O. No.	Date	Invoice #
NET 30 DAYS		6/1/2017	13112

Bill To:

Project:

Town of Smithfield  
P O Box 246  
Smithfield VA 23431

Straford Lane

Item	Qty	Description	Rate	Amount
Contract		Provide equipment, labor, and materials to accomplish the following. 1. Mill area approximately 3,520 square yards. 2. Install risers as needed. 3. Overlay area with 2" of IM asphalt.	49,210.00	49,210.00

Approved  
4/2017

**THANK YOU FOR YOUR BUSINESS**

**Invoice Total:** \$49,210.00 ✓

All charges during the month are due and payable by the 10th of the following month or as per stated terms. A SERVICE CHARGE OF 2% PER MONTH will be added to account from invoice date on past due accounts. This is an annual percentage rate of 24%. The customer agrees to pay service charges and the cost of collection, including attorney's fees.

If prices and terms on invoice are not as agreed, or if any claim or damage or deficiency is to be made, please notify us at once, as no claim made at maturity will be allowed.



Convenience fee added



# The Blair Bros., Inc.

P.O. Box 5413  
Suffolk, VA 23435  
(757) 538-1696 Fax: (757) 538-0714  
www.blairbros.com  
SWaM Cert #: 664748

# Invoice

Terms	P.O. No.	Date	Invoice #
NET 30 DAYS		6/1/2017	13110

Bill To:

Town of Smithfield  
P O Box 246  
Smithfield VA 23431

Project:

Wellington Ct. Dover to Edinb

Item	Qty	Description	Rate	Amount
Contract		Provide equipment, labor, and materials to accomplish the following. 1. Edge mill along gutter pan and at tiedown areas. Including tieback on Stratford. 2. Install risers. 3. Install 2" of 1m asphalt. Approximately 230 tons.	30,420.00	30,420.00

Approved  
4/2017

### THANK YOU FOR YOUR BUSINESS

All charges during the month are due and payable by the 10th of the following month or as per stated terms. A SERVICE CHARGE OF 2% PER MONTH will be added to account from invoice date on past due accounts. This is an annual percentage rate of 24%. The customer agrees to pay service charges and the cost of collection, including attorney's fees.

If prices and terms on invoice are not as agreed, or if any claim or damage or deficiency is to be made, please notify us at once, as no claim made at maturity will be allowed.

**Invoice Total:** \$30,420.00 ✓



We Accept  
Convenience fee added



# The Blair Bros., Inc.

P.O. Box 5413  
Suffolk, VA 23435  
(757) 538-1696 Fax: (757) 538-0714  
www.blairbros.com  
SWaM Cert #: 664748

# Invoice

Terms	P.O. No.	Date	Invoice #
NET 30 DAYS		6/1/2017	13109

Bill To:

Town of Smithfield  
P O Box 246  
Smithfield VA 23431

Project:

Old S. Church St.

Item	Qty	Description	Rate	Amount
Contract		Provide equipment, labor, and materials to accomplish the following. 1. Mill tiedowns, along concrete gutter, and at tieback. 2. Install 2" of IM asphalt. Approximately 310 tons.	33,700.00	33,700.00

Approved  
4/2017

## THANK YOU FOR YOUR BUSINESS

All charges during the month are due and payable by the 10th of the following month or as per stated terms. A SERVICE CHARGE OF 2% PER MONTH will be added to account from invoice date on past due accounts. This is an annual percentage rate of 24%. The customer agrees to pay service charges and the cost of collection, including attorney's fees.

If prices and terms on invoice are not as agreed, or if any claim or damage or deficiency is to be made, please notify us at once, as no claim made at maturity will be allowed.

**Invoice Total:** \$33,700.00 ✓



Convenience fee added

**PARKS AND RECREATION  
COMMITTEE**

## Parks and Recreation Operation Update

June 2017

<b>Park Facilities Event Listing</b>			
Day	Date	Event Type	Location
Mon	May 22	Retirement Dinner	Smithfield Center
		Committee Meetings	Smithfield Center
Tue	May 23	County Employee Health Fair	Smithfield Center
		Committee Meetings	Smithfield Center
		WCFB Capital Campaign Meeting	Smithfield Center
Thu	May 25	Town Employee Training Day	Smithfield Center
Fri	May 26	Wedding	Windsor Castle
		Reception	Smithfield Center
Sat	May 27	Peninsula Bike Event	Windsor Castle
		Wedding & Reception	Smithfield Center
Mon	May 29	Memorial Day Service	Veterans Memorial
Wed	May 31	IOW Schools Senior Event	Smithfield Center
Thu	Jun 1	Graduation Party	Smithfield Center
Fri	Jun 2	King's Fork Prom	Smithfield Center
Sat	Jun 3	Clean the Bay Day	Windsor Castle
		MS Bike Event	Windsor Castle
		Wedding & Reception	Smithfield Center
Sun	Jun 4	MS Bike Event	Windsor Castle
Tue	Jun 6	State of the County Breakfast	Smithfield Center
		WCFB Meeting	Smithfield Center
		Town Council	Smithfield Center
Wed	Jun 7	Staff Meeting	Smithfield Center
		Lions Club District Meeting	Smithfield Center
Thu	Jun 8	Business Meeting	Smithfield Center
		Business Meeting	Smithfield Center
Sat	Jun 10	Reception	Smithfield Center
		Manor House Historic Tour	Windsor Castle
Mon	Jun 12	Police Chief Interviews	Smithfield Center
Tue	Jun 13	Elections	Smithfield Center
		Business Meeting	Smithfield Center
		SALT Council Meeting	Smithfield Center
		Planning Commission	Smithfield Center
Wed	Jun 14	Business Meeting	Smithfield Center
		WC Restoration Committee Meeting	Smithfield Center
Thu	Jun 15	Business Meeting	Smithfield Center
		Flavors of Isle of Wight	Smithfield Center
Sat	Jun 17	Summer Solstice Adventure Race	Windsor Castle
		Wedding	Windsor Castle
		Reception	Smithfield Center
Tue	Jun 20	Crimeline Meeting	Smithfield Center
		Business Meeting	Smithfield Center
		BHA&R	Smithfield Center
Wed	Jun 21	Business Meeting	Smithfield Center
Thu	Jun 22	Wedding & Reception	Smithfield Center
Fri	Jun 23	Olden Days Concert	Main Street
Sat	Jun 24	Olden Days	Main Street
		Wedding & Reception	Smithfield Center

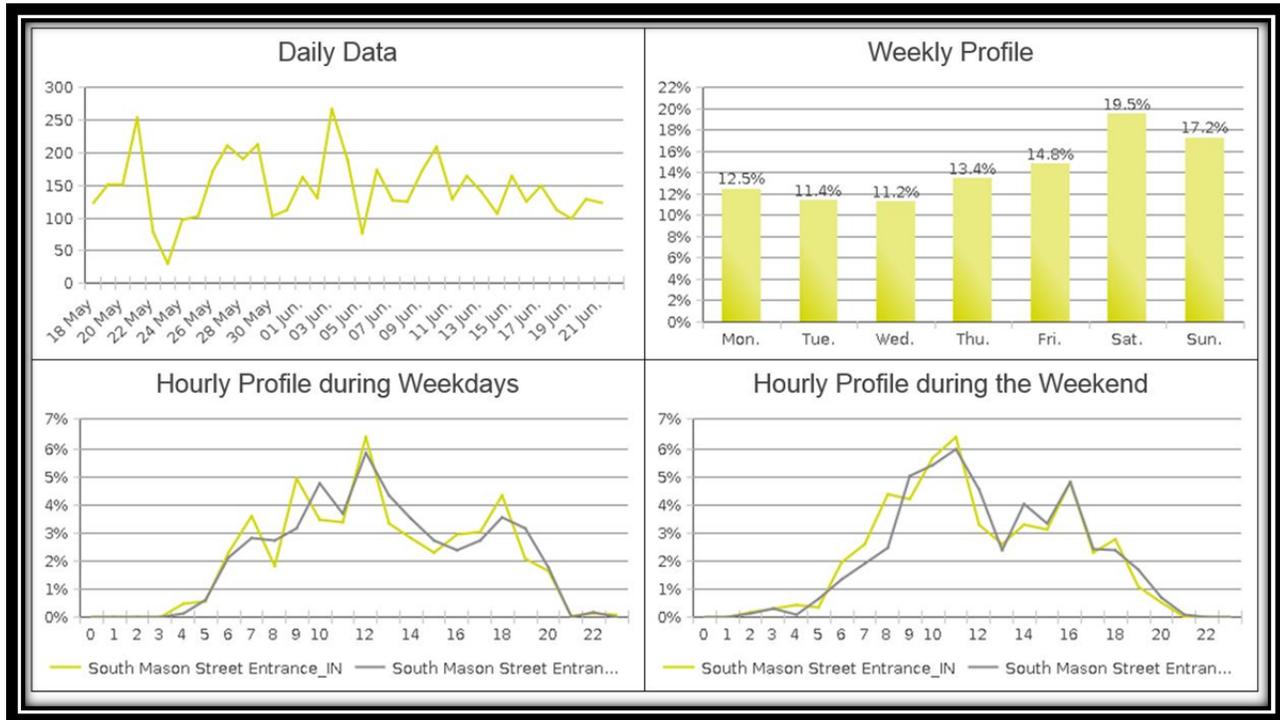
# Parks and Recreation Operation Update

June 2017

Upcoming Special Events			
Mon	Jul 3	Fireworks	Clontz Park
Thu	Jul 13	IOW County Comprehensive Plan Public Forum	Smithfield Center
Sat	Jul 15	Into the Woods 5 K Race	Windsor Castle

Windsor Castle Park
Manor House Restoration Project
Historical tour of the Manor House property will take place Saturday, September 9 at 2 PM.

Eco Counter Data from Mason Street Entrance			
Daily Average: 145		Busiest Day of the Week: Saturday	
Busiest Days	Saturday, June 03, 2017 (266)	Sunday, May 21, 2017 (254)	Monday, May 29, 2017 (213)



Trail Doc Projects and Hours		
Trail Docs have earned over <b>112</b> Volunteer Hours since January.		
Projects completed	Leaf blowing	Trail repair
	Ivy removal	Tree of Heaven monitoring
	Playscape Maintenance	Erosion Ditch Construction

# Parks and Recreation Operation Update

## June 2017

Kayak Rentals			
<b>Net as of 6/22/16</b>	<b>\$ 2417</b>	<b>Averaging Per Weekend</b>	<b>\$ 345 per weekend</b>
<b>Staffing Hours as of 6/22/16</b>	<b>\$ 1340</b>		
<b>Net after Staffing Hours</b>	<b>\$ 1077</b>		

05/04/2017-06/22/2017



DAY OF WEEK



TIME OF DAY



## Joe Luter Jr. Sports Complex



2017 Town of Smithfield Open to Public Events (on town properties)						
Street Closures	Event Date	Times Location Type of Event Attendance	Event Name	Town Services		
				PD Required	PW Required	Public Restrooms
Town Streets	1/14/2017	Sat 9 A-5 P	<b>BOB Festival</b>	PD	PW	
		WC Riverfront	Smithfield VA Events-Gina Ippilito			
		8K & Festival	869-0664			
		2000 p	<a href="mailto:gina@smithfieldvaevents.com">gina@smithfieldvaevents.com</a>			
	1/13/2018	Sat 10 A-5 P	<b>Smithfield Station Parking Lot Assist</b>	PD		
		Station Parking Lot	Smithfield Station Parking Lot Assist			
		Office Request	Randy Pack			
			randy.pack@smithfieldstation.com			
	1/15/2017	Sun 2p-5 p Smithfield Center Community 250 p	<b>MLK Program</b>			
	2/12/2017	3 P-6:30 P Smithfield Center Fundraiser 200 p	<b>Sweetheart Banquet</b>			
	2/18/2017	Sat 7 P-11 P Smithfield Center Fundraiser 250 p	<b>CASA Gala</b>	PD		
	2/26/2017	Sun 2 p-4 P Smithfield Center Community 100 p	<b>Black History Month Program</b>			
	3/11/2017	Sat 5:30 P-9:30 P Smithfield Center Fundraiser 350 p	<b>IOW Academy Gala</b>	PD		
Traffic Assist	3/25/2017	Sat -10 A-2:30 P	<b>YMCA Triathlon</b>	PD		
		Town Streets	Virginia-Maryland -Greg Hawkins			
		Race	336-577-2801			
		500	<a href="mailto:greg.hawkins@vtsmts.com">Greg Hawkins &lt;greg.hawkins@vtsmts.com&gt;</a>			
	4/1/2017	Sat 9 AM-2 PM Smithfield Center Flea Market 500 p	<b>Women's Club Flea Market</b> Connie Chapman			
Jericho Road	4/8/2017	Sat 11 A-5 P	<b>Wine Fest</b>	PD	PW	
		WC Riverfront	Smithfield VA Events-Gina Ippilito			
		Festival	869-0664			
		2500 ppl	<a href="mailto:gina@smithfieldvaevents.com">gina@smithfieldvaevents.com</a>			
	4/8/2017	Sat 9 A-9 P	<b>Smithfield Station Parking Lot Assist</b>	PD		
		Station Parking Lot	Smithfield Station -Randy Pack			
		Officer Request	randy.pack@smithfieldstation.com			

2017 Town of Smithfield Open to Public Events (on town properties)						
Street Closures	Event Date	Times		Event Name	Town Services	
		Location	Type of Event		PD Required	PW Required
		Attendance				
	4/29/2017	Sat 8 P-12 P Smithfield Center Prom 200 p		Windsor Prom		
	5/1/2017	Mon 8 A-2 P Smithfield Center Senior Community 350 p		TRIAD	PD	
	5/6/2017	Sat 8 A-12 P		Optimist 5K		
		WC Courtyard		Mike Murphy		
		Race		757-660-7151		
		300 p		<a href="mailto:memurph1126@gmail.com">memurph1126@gmail.com</a>		
	5/12/2017	Fri 8 P-12 P Smithfield Center Gala 300 p		WCFB Suitcase Party	PD	
	5/20/2017	Sat 8 P-12 P Smithfield Center Prom 350 p		Smithfield Prom	PD	
Traffic Assist	5/21/2017	Sun 8 Am-10 AM		Main Street Mile	PD	
		Main Street		Lee Duncan		
		Race		757-298-3839		
		300 p		<a href="mailto:wharhillbrewingco@gmail.com">wharhillbrewingco@gmail.com</a>		
Traffic Assist	5/27/2017	Sat 8 A-2 P		Smithfield Challenge	PD	
		WC Courtyard & Streets		Sharon Bochman		
		Bike Race 300 p				
Traffic Assist	5/29/2017	11 A-12 P		Memorial Day Service	PD	
		Veterans Memorial				
		Community 150 p				
	6/2/2017	Fri 8 P-12 P Smithfield Center Prom 350 p		Kings Fork Prom	PD	
	6/3/2017	Sat 7 A-11 A		Clean the Bay Day		
		Kayak Launch & Cypress		WCFB -Kelly Davis		
		Community Cleanup				
		20 p		<a href="mailto:kellyb413@hotmail.com">kellyb413@hotmail.com</a>		
Traffic Assist	6/3/2017	Sat 9 A-5 P		Multiple Sclerosis Bike Event	PD	
		WC Courtyard & Streets		MS Group-Karla McCarraher		
		Bike Race		757-319-4253		
		1000 p		<a href="mailto:Karla.McCarraher@nmss.org">Karla.McCarraher@nmss.org</a>		
	6/17/2017	Sat 9 AM-1 PM		Summer Solstice Adventure Race		
		WC Kayak		Mark Montague		
		triathlon/treasure hunt				
		100 p				

2017 Town of Smithfield Open to Public Events (on town properties)						
Street Closures	Event Date	Times Location Type of Event Attendance	Event Name	Town Services		
				PD Required	PW Required	Public Restrooms
Main Street	6/24/2017	Sat 9 A-5 P	<b>Olden Days and Car Show</b>	PD	PW	Restrooms
		Main Street	Terry Rhinier/ Elizabeth Moose			
		Festival	814-5170			
		4000 p	<a href="mailto:terry.rhinier@iwus.net">terry.rhinier@iwus.net</a>			
Station Bridge	7/3/2017	Mon 9 P-9:30 P	<b>Town Fireworks</b>	PD	PW	Restrooms
		Town Streets				
		Community				
		1000 p				
	7/3/2017	Sun 5 P-9 P	<b>Fireworks-Station Bridge Park Assist</b>	PD		
		Station Parking Lot	Smithfield Station-Randy Pack			
		Office Request	620-7700			
			<a href="mailto:randy.pack@smithfieldstation.com">randy.pack@smithfieldstation.com</a>			
	7/15/2017	Sat 7:30 A-10:30 A	<b>5 K Into the Woods Trail Series</b>			
		WC Trails	Lei Dunn			
		5K Race	589-1554			
		100 p	<a href="mailto:1bodyfitness@cox.net">1bodyfitness@cox.net</a>			
	7/29/2017	Sat 7:30 A-10:30 A	<b>Celerity Cycling</b>			
		SC Parking Lot	Dan Netzer			
		Bike Race	679-9336			
		100 p				
	8/1/2017	Tue 5:30 P-7:30 P	<b>National Night Out</b>	PD		
		Smithfield Center	Night Out Committee-Kurt Beach			
		Community	449-4849			
		500 p	<a href="mailto:kbeach@smithfieldva.gov">kbeach@smithfieldva.gov</a>			
	8/4-8/5/17	Fri, Sat All Day	<b>Smithfield BBQ Classic Competition</b>	PD		
		WC Riverfront	Smithfield Foods -Jessie Corbin, Taylor Davis			
		BBQ Competition	760-898-3761			
		500 p	<a href="mailto:jessie@ernieball.com">jessie@ernieball.com</a>			
	9/23/2017	Sat 7 A-2 P	<b>Ruritan Car Show</b>			
		Main Street	Smithfield Ruritans-Nan York			
		Car Show	365-9458			
		200 p	<a href="mailto:nan.york@hughes.net">nan.york@hughes.net</a>			
	9/30/2017	Sat 10 AM-8 PM	<b>Aiken Fest</b>			
		Little Theater	Jim Abicit			
		Concert				
		200 p	880-3120			
Main Street	9/30/2017	Sat 9 AM-2 PM	<b>Vintage Market</b>	PD	PW	Restrooms
		Main Street 100-300	Farmers Market-Cheryl Ketcham			
		Market	375-3031			
		500 p	<a href="mailto:cketcham@isleofwightus.net">cketcham@isleofwightus.net</a>			

2017 Town of Smithfield Open to Public Events (on town properties)						
Street Closures	Event Date	Times Location Type of Event Attendance	Event Name	Town Services		
				PD Required	PW Required	Public Restrooms
Jericho Road	10/7/2017	Sat 11 A-9 P	<b>Bacon (BBB) Festival</b>	PD	PW	
		WC Riverfront	Smithfield Events-Gina Ippilito			
		Festival	869-0664			
		2500 p	<a href="mailto:gippolito6@aol.com">gippolito6@aol.com</a>			
	10/7/2017	Sat 10 A-5 P	<b>Smithfield Station Parking Lot Assist</b>	PD		
		Station Parking Lot	Smithfield Station Parking Lot Assist			
		Office Request	Randy Pack			
			randy.pack@smithfieldstation.com			
Street Closures	10/14/2017	Sat 8 A-11 A	<b>Hog Jog</b>	PD	PW	
		Town Streets	IOW COP -Barbara Stafford			
		5K Race	757-647-4061			
		1000 p	<a href="mailto:dbstaff@charter.net">dbstaff@charter.net</a>			
Main Street	10/20/2017	Fri 4 PM	<b>Smithfield Homecoming Parade</b>	PD	PW	
		Main Street	Smithfield High-Jill Gwaltney			
		Parade	371-3918			
		100 p	jillgwaltney@gmail.com			
	10/21/2017	5:30 P-9:30 P	<b>IOW Schools Gala</b>	PD		
		Smithfield Center				
		Fundraiser				
		350 p				
Traffic Assist	10/21/2017	9 AM-5 PM	<b>Smithfield Century Tour Bike Event</b>	PD		
		WC Riverfront	Chamber-Andy Cripps			
		Bike Race	357-3502			
		100 p	<a href="mailto:acripps@theisle.org">acripps@theisle.org</a>			
Main Street	10/31/2017	Mon 5 P-8 P	<b>Hamoween</b>	PD	PW	Restrooms
		Main Street				
		Community				
		2000 p				
Traffic Assist	11/5/2017	Sun 2 PM-4 PM	<b>Wharf Hill 6 Pack 5K</b>	PD		
		Town Streets	Lee Duncan			
		Race	757-298-3839			
		300 p	<a href="mailto:wharhillbrewingco@gmail.com">wharhillbrewingco@gmail.com</a>			
	11/11/2017	Sat 6 AM-4 PM	<b>Vintage Market</b>	PD	PW	Restrooms
		Farmers Market Lot	Farmers Market-Cheryl Ketcham			
		Market	375-3031			
		500 p	<a href="mailto:cketcham@isleofwightus.net">cketcham@isleofwightus.net</a>			
Traffic Assist	11/11/2017	Fri 11 AM-12 PM	<b>Veterans Day Ceremony</b>	PD		
		Vet Mem	VFW			
		Community				
		150 p				
	11/18/2017	Sat 5:30 P-9:30 P	<b>Festival of Trees</b>	PD		
		Smithfield Center				
		Fundraiser				
		280 p				

<b>2017 Town of Smithfield Open to Public Events (on town properties)</b>						
<b>Street Closures</b>	<b>Event Date</b>	<b>Times Location Type of Event Attendance</b>	<b>Event Name</b>	<b>Town Services</b>		
				<b>PD Required</b>	<b>PW Required</b>	<b>Public Restrooms</b>
	12/1/2017	Fri 5:30 P-6:30 P Times Gazebo	<b>Tree Lighting Ceremony</b>	PD		
		Community				
		200 p				
	12/1/2017	Fri, Sat, Sun Smithfield Center Trade Show & Home Tours 500 p	<b>Christmas in Smithfield &amp; Antique Show</b>	PD		
<b>Main Street</b>	12/8/2017	Fri 6 PM-9 PM	<b>Main Street Christmas Farmers Market</b>	PD	PW	Restrooms
		Main Street				
		Market				
		5000 p <a href="mailto:cketcham@isleofwightus.net">cketcham@isleofwightus.net</a>				
	12/9/2017	Sat 8 A-10 A Smithfield Center Community 400 p	<b>Breakfast with Santa</b>			
<b>Town Streets</b>	12/9/2017	Sat 10:30 A-12 P	<b>Christmas Parade</b>	PD	PW	Restrooms
		Main Street				
		Parade				
		3000 p <a href="mailto:terry.rhinier@iwus.net">terry.rhinier@iwus.net</a>				



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Ph. 757.533.9368

June 23, 2107

Mr. Peter Stephenson, Town Manager  
TOWN OF SMITHFIELD  
911 South Church Street  
Smithfield, VA. 23430

### **JOSEPH W. LUTER JR. SPORTS COMPLEX - PROJECT UPDATE NO 4**

Dear Mr. Stephenson,

The following is our project report on the construction activities occurring on the Joseph W. Luter Jr., Sports Complex during the month of June.

#### **RAD Sports Construction: Site Work:**

The site work portion of the project was significantly impacted by the inclement rainy weather experienced at the project site during the past month. Although the site's subgrade soils allow the areas to dry-out quickly, it still requires at least two dry days after a rain event for heavy equipment to operate efficiently. RAD continues to do what they can, where they can, as far as athletic field fine grading is concerned, but progress has been stymied in this area.

As we notified you in last month's report, a computer programming error had caused RAD to incorrectly grade the soccer field, running track and adjacent areas. The problem was first identified during a site inspection of the soccer field where it appeared the field had too severe of a slope to play soccer. RAD has subsequently re-graded the areas and they now appear satisfactory and in accordance with the design documents. We have asked the civil engineers, Kimley-Horn, to verify the grades and have included a picture of the re-graded soccer field at the end of this report.

RAD has installed a temporary retention basin along Courthouse Highway in an effort to prevent any storm water runoff from entering into the drainage ditch along the highway. As you may remember from last month's report, DEQ had issued a violation to RAD due to the installed erosion measures failing, and thus allowing silt to exit the site.



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Completed and/or current construction activities for this period:

- RAD has started finish grade operations in the baseball fields by placing topsoil in the outfields. .
- The precast dugouts have been delivered.
- Primary electrical power is activated at the site.
- All of the baseball field lights are now working.
- Concrete is being placed at the bleacher pads and dugouts.
- The underground irrigation system is being installed.
- Landscape plans have been approved by the Town and County

Major tasks for the next month:

- Finalize water line tie-in.
- Continue with topsoil fine grading.
- Install stone base in parking lots
- Install the precast dugouts.
- Maintain construction activities in accordance with the critical path schedule.

Work Outside of the Site Contractor's Scope:

None.

Financial Update:

Original Contract Amount:	\$2,578,800.00
Change Orders (#1 credit)	(101,633.68)
Change Order #2 -Electrical Panel	10,980.00
Change Order #3- Asphalt Driveway	27,850.00
Change Order #4- Lights at Entrance Sign	3,860.00
Current Contract Amount with Change Orders:	\$2,519,856.32

Pending Change Order:

None at this time.

Potential Change Orders:



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- As we reported last month, the subgrade road material under the main entrance from Courthouse Highway into the site appears to be marginally acceptable from a stability perspective. The geotechnical engineer is still evaluating but it does appear that, at a minimum, a geotechnical fabric will need to be installed and possibly an undercut operation undertaken to insure roadway stability.

Schedule Update:

- Despite the incorrect subgrade excavation and rainy weather, the site work portion of the project continues on schedule and we anticipate Substantial Completion to be achieved in August.





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New Storm Water Retention Area



Precast Dugout



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A.R Chesson Construction Co., Building Contract - General:

The general contractor, A. R. Chesson Construction Company continues to perform well and works during periods of light rain. They are current on their product data submittals and have maintained overall production during the past month.



Completed and or current construction activities for this period:

- All roof trusses are installed.
- All brick and both interior and exterior masonry walls are installed...
- The plumbing and electrical work is keeping pace with the masonry and truss installations.

Issue:

As you are aware from my earlier correspondences, I remain concerned about wind shear and uplift forces on the cantilevered roof trusses. The building superintendent and I have discussed in the field and he increased anchor the bolt spacing for the 2X plates at truss bearing elevation, and added metal tie down straps. However, I am requesting the structural engineer to specifically inspect the final roof truss system prior to soffit installation and to, again, certify the integrity of the roof system.



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### Major Tasks for Next Month

- Finish roof truss blocking and roof sheathing
- Start installing roof shingles
- Start installing windows
- Start installing doors
- Start hanging drywall.

### Financial Update:

Original Contract Amount:	\$637,100.00
Change Orders #1 (Credit)	(477.86)
Current Contract Amount with Change Orders:	\$636,622.14

### Potential Change Orders:

None

### Schedule Update:

Despite the rainy month, the construction activities are in accordance with the approved schedule. Overall, the building project is on of schedule.

### Conclusion:

The two general contractors are both doing a good job and are very professional in the execution of their work. It is our opinion that their portions of the project will be completed by no later than September of this year.

We were disappointed to learn that the sports complex would not open this fall due to the turn lane construction being delayed, but note that the delay will allow the turf to become more established and the landscaping to be installed in a more favorable climate.

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

Respectfully Submitted,

*B V Camden*

Brian V. Camden  
Program Manager



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Top Soil Being Installed on the Ballfield



Roof Truss Installation

**PUBLIC BUILDINGS & WELFARE  
COMMITTEE**

# **Pinewood Heights Relocation Project Updates**

## PERMANENT RELOCATION MONTHLY PROGRESS REPORT FOR JUNE 2017

Locality: Smithfield Town

Contract #: 15-10

Prepared by: Michael Paul Dodson

Project Name: Pinewood Heights Phase 3

Date: June 15, 2017

FINANCIALS			
CDBG Contract Amount:	\$ <u>1,000,000</u>	Local Leverage Amount:	\$ <u>1,323,335</u>
CDBG Amount Obligated:	\$ <u>921,500</u>	Local Leverage Amount Obligated:	\$ <u>927,000</u>
CDBG Amount Expended:	\$ <u>814,827</u>	Local Leverage Amount Expended:	\$ <u>795,752</u>

CUMULATIVE RELOCATION PROGRESS			
# of appraisals done?	<u>16</u> of <u>18</u>	# of homeownership counseling done?	<u>17</u> of <u>18</u>
# of homes acquired?	<u>13</u> of <u>18</u>	# of housing inspections done?	<u>15</u> of <u>18</u>
# of vacant lots acquired?	<u>1</u> of <u>2</u>	# of owner-occupied relocations done?	<u>5</u> of <u>5</u>
# of demolitions done?	<u>6</u> of <u>18</u>	# of market-rate relocations done?	<u>6</u> of <u>9</u>
Clearance completed?	<u>6</u> of <u>18</u>	# of Section 8 relocations done?	<u>2</u> of <u>4</u>

### ADMINISTRATIVE ACTIVITY

Date Project Sign Erected: 11/ 30/ 2015

Date of last Management Team meeting: 05/16/2017

Date annual Project Area Clean-Up Session done: 11/ 28/ 2015

Date annual Fair Housing activity done: 06/ 30/ 2016

TA Site Visit Requested:  Yes  No

Is project on schedule as shown in timeline?  Yes  No If no, update will be uploaded by: \_\_\_\_/\_\_\_\_/\_\_\_\_

Is the project proceeding within budget?  Yes  No If no, update will be uploaded by: \_\_\_\_/\_\_\_\_/\_\_\_\_

**Status:** What project activities will occur in next 60 days? Will they be completed on time? Are problems anticipated or occurring?  
 Notice to Purchase and Relocation First notice letters sent to all resident/owners except 22 Jamestown. Appraisals and RA have been completed for all homes except 22 & 24 Jamestown and one vacant lot. Applications have been received and being processed for all residents. Owners at 21, 23, 33, 36, and 38 Jamestown have sold their homes and relocated. Rentals families at 25, 27A, 28A, 28B, 31, 32, 34, and 35 Jamestown have relocated. We are working with four other tenants of their relocation. The Town has also closed the rental properties at 27A, 27B, 28A, 28B, 31, 32, 34, 35 Jamestown. Counter offers have been accepted on 25 Jamestown and it will close by the end of June. Work will be targeting on getting 27B and 37 Jamestown Avenue relocated. Demolition has occurred at 28A/B and 33/34 Jamestown. 31/32 Jamestown has started demolition with its utility disconnections now completed. Additional demolitions will occur as duplex units become vacant.

**Are problems anticipated?** None

**Other comments:** None

## Project Specific Products:

### **Owner-Occupied Acquisition** (Goal=5)

Owner Occupied Homes

1) 21 Jamestown 2) 23 Jamestown 3) 33 Jamestown 4) 36 Jamestown 5) 38 Jamestown

Preliminary Acquisition Letters Sent 5

1) 21 Jamestown 2) 23 Jamestown 3) 33 Jamestown 4) 36 Jamestown 5) 38 Jamestown

Appraisals Completed 5

1) 21 Jamestown 2) 23 Jamestown 3) 33 Jamestown 4) 36 Jamestown 5) 38 Jamestown

Review Appraisals Completed 5

1) 21 Jamestown 2) 23 Jamestown 3) 33 Jamestown 4) 36 Jamestown 5) 38 Jamestown

Offer to Purchase Letters Sent 5

1) 21 Jamestown 2) 23 Jamestown 3) 33 Jamestown 4) 36 Jamestown 5) 38 Jamestown

Offers Accepted 5

1) 21 Jamestown 2) 23 Jamestown 3) 33 Jamestown 4) 36 Jamestown 5) 38 Jamestown

Properties Closed On 5

1) 21 Jamestown 2) 23 Jamestown 3) 33 Jamestown 4) 36 Jamestown 5) 38 Jamestown

### **Heir (Vacant) Acquisition** (Goal=1)

Heir (Vacant) Homes

1) 37 Jamestown

Preliminary Acquisition Letters Sent 1

1) 37 Jamestown

Appraisals Completed 1

1) 37 Jamestown

Review Appraisals Completed 1

1) 37 Jamestown

Offer to Purchase Letters Sent 0

Offers Accepted 0

Properties Closed On 0

### **Tenant-Occupied Acquisition** (Goal=12)

Tenant Occupied Homes

1) 22 Jamestown 2) 24 Jamestown 3) 25 Jamestown 4) 26 Jamestown 5) 27A Jamestown 6) 27B Jamestown

7) 28A Jamestown 8) 28B Jamestown 9) 31 Jamestown 10) 32 Jamestown 11) 34 Jamestown 12) 35 Jamestown

Preliminary Acquisition Letters Sent 11

1) 24 Jamestown 2) 25 Jamestown 3) 26 Jamestown 4) 27A Jamestown 5) 27B Jamestown 6) 28A Jamestown

7) 28B Jamestown 8) 31 Jamestown 9) 32 Jamestown 10) 34 Jamestown 11) 35 Jamestown

Appraisals Completed 10

1) 25 Jamestown 2) 26 Jamestown 3) 27A Jamestown 4) 27B Jamestown 5) 28A Jamestown 6) 28B Jamestown

7) 31 Jamestown 8) 32 Jamestown 9) 34 Jamestown 10) 35 Jamestown

Review Appraisals Completed 10

- 1) 25 Jamestown 2) 26 Jamestown 3) 27A Jamestown 4) 27B Jamestown 5) 28A Jamestown 6) 28B Jamestown
- 7) 31 Jamestown 8) 32 Jamestown 9) 34 Jamestown 10) 35 Jamestown

Offer to Purchase Letters Sent 9

- 1) 25 Jamestown 2) 27A Jamestown 3) 27B Jamestown 4) 28A Jamestown 5) 28B Jamestown 6) 31 Jamestown
- 7) 32 Jamestown 8) 34 Jamestown 9) 35 Jamestown

Offers Accepted 9

- 1) 25 Jamestown 2) 27A Jamestown 3) 27B Jamestown 4) 28A Jamestown 5) 28B Jamestown 6) 31 Jamestown
- 7) 32 Jamestown 8) 34 Jamestown 9) 35 Jamestown

Properties Closed On 8

- 1) 27A Jamestown 2) 27B Jamestown 3) 28A Jamestown 4) 28B Jamestown 5) 31 Jamestown 6) 32 Jamestown
- 7) 34 Jamestown 8) 35 Jamestown

**Owner-Occupied Relocation** (Goal=5)

Owner Occupied Homes

- 1) 21 Jamestown 2) 23 Jamestown 3) 33 Jamestown 4) 36 Jamestown 5) 38 Jamestown

Household Surveys Completed 5

- 1) 21 Jamestown 2) 23 Jamestown 3) 33 Jamestown 4) 36 Jamestown 5) 38 Jamestown

Income Verifications Completed 5

- 1) 21 Jamestown 2) 23 Jamestown 3) 33 Jamestown 4) 36 Jamestown 5) 38 Jamestown

Eligibility of Relocation Letters Sent 5

- 1) 21 Jamestown 2) 23 Jamestown 3) 33 Jamestown 4) 36 Jamestown 5) 38 Jamestown

Comparable Units Found and Inspected 5

- 1) 21 Jamestown 2) 23 Jamestown 3) 33 Jamestown 4) 36 Jamestown 5) 38 Jamestown

Households Relocated 5

- 1) 21 Jamestown 2) 23 Jamestown 3) 33 Jamestown 4) 36 Jamestown 5) 38 Jamestown

**Market-Rate, Renter-Occupied Relocation** (Goal=8)

Market-Rate Occupied Homes

- 1) 24 Jamestown 2) 25 Jamestown 3) 26 Jamestown 4) 28A Jamestown 5) 28B Jamestown 6) 31 Jamestown
- 7) 34 Jamestown 8) 35 Jamestown

Household Surveys Completed 8

- 1) 24 Jamestown 2) 25 Jamestown 3) 26 Jamestown 4) 28A Jamestown 5) 28B Jamestown 6) 31 Jamestown
- 7) 34 Jamestown 8) 35 Jamestown

Income Verified 7

- 1) 25 Jamestown 2) 26 Jamestown 3) 28A Jamestown 4) 28B Jamestown 5) 31 Jamestown 6) 34 Jamestown
- 7) 35 Jamestown

Eligibility of Relocation Letters Sent 7

- 1) 25 Jamestown 2) 26 Jamestown 3) 28A Jamestown 4) 28B Jamestown 5) 31 Jamestown 6) 34 Jamestown
- 7) 35 Jamestown

Comparable Units Found and Inspected 6

- 1) 25 Jamestown 2) 28A Jamestown 3) 28B Jamestown 4) 31 Jamestown 5) 34 Jamestown 6) 35 Jamestown

Households Relocated 5

- 1) 25 Jamestown 2) 28A Jamestown 3) 28B Jamestown 4) 31Jamestown 5) 34 Jamestown 6) 35 Jamestown

**Section 8, Renter-Occupied Relocation** (Goal=4)

Section 8 Occupied Homes

- 1) 22 Jamestown 2) 27A Jamestown 3) 27B Jamestown 4) 32 Jamestown

Household Surveys Completed 3

- 1) 27A Jamestown 2) 27B Jamestown 3) 32 Jamestown

Income Verifications Completed 3

- 1) 27A Jamestown 2) 27B Jamestown 3) 32 Jamestown

Eligibility of Relocation Letters Sent 3

- 1) 27A Jamestown 2) 27B Jamestown 3) 32 Jamestown

Comparable Units Found and Inspected 3

- 1) 27A Jamestown 2) 27B Jamestown 3) 32 Jamestown

Households Relocated 2

- 1) 27A Jamestown 2) 32 Jamestown

**Demolition** (Goal=18)

Units to be Demolished

- 1) 21 Jamestown 2) 22 Jamestown 3) 23 Jamestown 4) 24 Jamestown 5) 25 Jamestown 6) 26 Jamestown  
7) 27A Jamestown 8) 27B Jamestown 9) 28A Jamestown 10) 28B Jamestown 11) 31 Jamestown 12) 32 Jamestown  
13) 33 Jamestown 14) 34 Jamestown 15) 35 Jamestown 16) 36 Jamestown 17) 37 Jamestown 18) 38 Jamestown

Units that have been Demolished 4

- 1) 28A Jamestown 2) 28B Jamestown 3) 31 Jamestown 4) 32 Jamestown 5) 33 Jamestown 6) 34 Jamestown

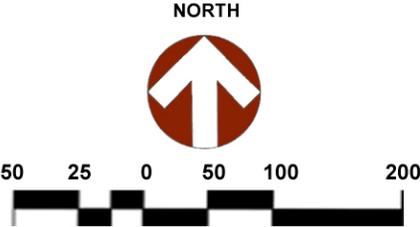
# PROJECT STATUS MAP

## Pinewood Heights Phase III Redevelopment Project

### Town of Smithfield, Virginia

**LEGEND**

-  PHASE III BOUNDARY
- STATUS:**
-  PRELIM ACQ LETTER RECEIVED BY OWNER
-  APPRAISAL COMPLETE
-  OFFER TO PURCHASE ACCEPTED
-  ACQUISITION COMPLETE
-  RELOCATION IN PROCESS
-  RELOCATION COMPLETE
-  READY FOR DEMOLITION/DEMO PREP
-  OWNER OCCUPIED
-  RENTER OCCUPIED
-  SECTION 8 TENANT
-  VACANT STRUCTURE



GRAPHIC SCALE IN FEET

COMMUNITY PLANNING PARTNERS, INC.  
COMMUNITY DEVELOPMENT CONSULTANTS  
RICHMOND, VIRGINIA

**Historic Windsor Castle Restoration LLC**

**Summary of funding balances and projected disbursements as of June 23, 2017**

**Availability of funds**

	Checking account	Town commitment	WCPF capital account	Total available	
<b>Current balances</b>	<b>\$109,029</b>	<b>\$1,490,000</b>	<b>\$1,153,911</b>	<b>\$2,752,940</b>	

\$510,000 of Town's \$2,000,000 funding commitment has been drawn down.

Smithfield Foods' \$1,000,000 donation is included in the WCPF capital account balance.

Based on current forecast project cost of \$4,999,076, WCPF capital campaign needs to raise \$1,845,166.

**Disbursements - actual-to-date and forecast to project completion**

Total costs for project phases	Baseline / estimate	Actual to date	Forecast to complete	Total cost	Below / (above) baseline
Manor House	1,526,807	27,870	1,498,681	1,526,551	256
Addition to Manor House	593,035	0	593,035	593,035	0
Caretaker's house	436,606	92,797	343,346	436,143	463
Outbuildings	423,540	242,183	182,140	424,323	(783)
Utilities	974,786	0	974,786	974,786	0
Archaeology and site improvements	995,894	10,355	985,438	995,793	101
Project and admin *	49,332	27,767	20,680	48,447	885
<b>Project totals</b>	<b>\$5,000,000</b>	<b>\$400,971</b>	<b>\$4,598,106</b>	<b>\$4,999,076</b>	<b>\$923</b>

8.0% (\$400,971) of the \$4,999,076 current forecast project total has been disbursed to date.

98.5% (\$395,088) of total-to-date disbursements of \$400,971 is tax-credit eligible.

\* - Project-wide costs (DHR application fees, dumpster...) and admin expenses (bank fees, postage....)