2015 ANNUAL STATISTICAL REPORT

2015 COUNCIL MEMBERS:

Mayor T. Carter Williams
Vice Mayor Andrew C. Gregory
Denise N. Tynes
Constance Chapman
Dr. Milton Cook
Randy Pack
Michael G. Smith

Town Manager – Peter M. Stephenson

Town of Smithfield, Virginia

2015 ANNUAL STATISTICAL REPORT
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CLERK OF COUNCIL REPORT
2015

ACTION ITEMS APPROVED BY TOWN COUNCIL

AGREEMENTS/CONTRACTS/PROPOSALS:

01/06/15  Motion to authorize the Town Manager to execute a parking lot license agreement between the Town of Smithfield and Smithfield Foods behind the Veteran’s Memorial. Motion passed.

03/03/15  Motion to accept the proposal from Kimley-Horne and Associates for the Reverse Osmosis Water Treatment Discharge Evaluation. Motion passed.

03/03/15  Motion to renew landscaping contract with Southern Shores Lawn and Landscaping for one additional year. Motion passed.

03/03/15  Motion to renew mowing contract with Southern Shores Lawn and Landscaping for one additional year. Motion passed.

03/03/15  Motion to authorize the Town Manager to purchase the old Isle of Wight Volunteer Rescue Squad Building between Isle of Wight County and the Town of Smithfield in accordance with the agreement. Motion passed.

03/03/15  Motion to authorize the Town Manager to enter into a contract to purchase approximately 20 Acres from Howard Little Farm, LLC and others and a contract to purchase approximately 81.5 acres from Howard Little Farm, LLC and others. Motion passed.

04/07/15  Motion for the Town Manager to amend the contract with AVES for one additional term of two years with a performance review after one year that could lead to termination. After two years the Town Manager could be asked to issue a RFP as required by the Virginia Public Procurement Act. Motion passed.

05/05/15  Motion to accept the proposal from Lewis Construction to fix the sewer line and storm drain on Main Street in an amount not to exceed $30,061.12. Motion passed.

05/05/15  Motion to approve renewal of street maintenance contract with Blair Brothers, Inc. for one additional year. Motion passed.

06/02/15  Motion to renew the sanitary sewer rehabilitation contract with Tri-State Utilities for one additional year. Motion passed.
06/02/15  Motion to renew the underground utilities contract with Lewis Construction for one additional year. Motion passed.

06/02/15  Motion to accept the proposal from Blair Brothers for stormwater repairs in Waterford Oaks in an amount not to exceed $89,000.00. Motion passed.

07/07/15  Motion to authorize the Town Manager to execute a contract for architectural services for renovations to the former Rescue Squad building with Moseley Architects. Motion passed.

07/07/15  Motion to authorize the Town Manager to issue a request for proposals for a franchise agreement of the old Cypress Creek right of way. Motion passed.

07/07/15  Motion to approve the Town Manager’s annual employment contract. Motion passed.

08/04/15  Motion to renew contract with Goodrich and Son’s for Debris contract for one additional year. Motion passed.

08/04/15  Motion to renew contract with Smithfield Service for Debris contract for one additional year. Motion passed.

08/04/15  Motion to award the low bidder, THG Construction, for budgeted renovations of storage building behind the Smithfield Police Department into a records storage facility.

09/01/15  Motion to approve the proposal from Lewis Construction for South Mason Street and Cedar Street water and sewer lateral work in the amount of $25,926.55. Motion passed.

09/01/15  Motion to approve the software service agreement contract with MUNIS. Motion passed.

09/01/15  Motion to renew HVAC maintenance and repair contract with Atlantic Constructors with a 3% increase in their rates. Motion passed.

09/01/15  Motion to renew the vehicle maintenance contract with Dave’s Service Center for one additional year. Motion passed.

10/07/15  Motion to accept proposal for street overlay of South Mason Street from Main Street to Cedar Street by Blair Brothers in an amount not to exceed $19,286.00. Motion passed.

10/07/15  Motion to approve the mechanical, electrical and utility services contract renewal with REW Corporation for one additional year. Motion passed.

10/07/15  Motion to accept the proposed scope of work for Hampton Roads Planning District Commission assistance with the town Comprehensive Plan update. Motion passed.
11/03/15  Motion to authorize the Town Manager to cancel the water tank maintenance contract with Caldwell Tanks and issue a new request for proposals. Motion passed.

11/03/15  Motion to accept utility master planning proposal from Draper Aden Associates in an amount not to exceed $48,500.00. Motion passed.

12/01/15  Motion to approve scope of work for the design of the Clontz Park Public Boat Ramp by Kimley Horn Associates in an amount not to exceed $33,800.00.

12/01/15  Motion to approve professional engineering service contracts renewal with Draper Aden Associates and Kimley Horn Associates for an additional two (2) years. Motion passed.

12/01/15  Motion to approve proposal by Draper Aden Associates for repairs to the primary spillway at the Smithfield Lake Dam.

12/01/15  Motion to authorize the Town Manager to negotiate a contract for 101 acres on West Main Street.

**APPOINTMENTS / REAPPOINTMENTS / ELECTIONS:**

01/06/15  Motion to accept the nominating committee recommendation to fill the three expiring terms for the Planning Commission with Julia Hillegass, Thomas Pope, and Michael Torrey. Motion passed.

06/02/15  Resolution to appoint/reappoint the Certified Crime Prevention Team. Motion passed. Motion passed.

06/02/15  Motion to appoint an evaluation committee for the four appointed positions of Town Treasurer, Town Clerk, Town Attorney, and Town Manager. Committee includes Councilwoman Chapman and Councilman Smith. Motion passed.

06/02/15  Motion to appoint a nominating committee for the expiring term of Faye Seeley (6/30/2015) for the Board of Zoning Appeals. The committee includes Vice Mayor Gregory and Councilwoman Tynes. Motion passed.

07/07/15  Motion to accept the nominating committee’s recommendation to the Circuit Court to fill the expired term of the Board of Zoning Appeals. Motion passed.

08/04/15  Motion to reappoint Sergeant Thomas Jones to the Virginia Alcohol Safety Action Program. Motion passed.

12/01/15  Motion to appoint a nominating committee to fill the two (2) expiring terms of the Board of Historic and Architectural Review. The committee includes Councilman Pack and Councilman Dr. Cook. Motion passed.
12/01/15  Motion to appoint a nominating committee to fill the expiring term on the Smithfield Planning Commission. The committee includes Councilman Pack and Councilman Dr. Cook. Motion passed.

**BUDGET:**

06/02/15  Public Hearing: Adoption of Amended Budget for FY 2014/2015. Motion passed.
06/02/15  Public Hearing: Proposed Budget for FY 2015/2016. Motion passed.
06/22/15  Resolution to Adopt the Budget for Fiscal Year 2015/2016. Motion passed.

**CLOSED SESSION:**

01/06/15  Closed session.
02/03/15  Closed session to discuss the acquisition of real property.
03/03/15  No closed session held.
04/07/15  Closed session to discuss the acquisition of real property and legal advice by legal counsel.
05/05/15  Closed session for legal advice from legal counsel.
06/02/15  Closed session for the acquisition or disposition of real property for public purposes.
07/07/15  Closed session was held prior to the regular meeting to perform employee evaluations for the Town Manager, Town Clerk, Town Treasurer, and the Town Attorney.
08/04/15  Closed session for legal advice from legal counsel and the acquisition of real property for public purposes.
09/01/15  Closed session for the acquisition or disposition of real property for public purposes and a discussion of legal matters requiring legal advice by legal counsel.
10/07/15  Closed session for the acquisition of real property for public purposes.
11/03/15  Closed session for the acquisition of real property for public purposes.
12/01/15  Closed session for the acquisition of real property for public purposes.

**COUNCIL COMMENTS:**

01/06/15  Staff and Council spoke in remembrance of Mr. Bill Hopkins.
Vice Mayor Gregory thanked everyone for the success of the BOB Fest.

Councilwoman Tynes thanked Chief Bowman and Chief Hardison for the tolerance training they organized in light of recent events.

Councilman Smith commented on the spirit of cooperation of the town staff.

Mayor Williams thanked Councilwoman Tynes for conducting the March meeting in his absence.

Councilman Dr. Cook spoke about the NAACP meeting that he attended.

Councilman Pack spoke about the raft race for the Olden Days festival.

Mayor Williams welcomed Abby Proch of the Smithfield Times back to the meeting. He announced that the Town of Smithfield was listed as third by Niche as the best town to raise a family. He also thanked the volunteers for cleaning up Windsor Castle Park.

Councilwoman Tynes commented on the Police Academy graduation that she attended. She urged others to go in the future.

Councilman Pack commented on the Future Growth Area Map.

Vice Mayor Gregory commented on the Future Growth Area Map.

Councilwoman Tynes thanked Ms. Judy Winslow and her staff for their hard work on the Farmer’s Market. She also thanked Ms. Amy Musick for the great job she has done with Windsor Castle Park and the Smithfield Center.

Vice Mayor Gregory explained why the town runs their own water system.

Councilwoman Chapman explained the details about National Night Out.

Mayor Williams congratulated Ms. Amy Musick for getting her national certification for Parks and Recreation.

New Business: Councilman Dr. Cook requested that the old Tastee Freeze building on South Church Street be closed up by the owner. Town Manager to follow-up and bring update to July committee meeting.

New Business: Mayor Williams spoke about a gazebo that is in disrepair.

New Business: Mayor Williams spoke about a homeowner who has leaking sewage across the road near the Packing Plants. The Health Department is working on it.

Old Business: Councilman Cook requested that the Wharf Hill parking issue be resolved by the Town Manager.
08/04/15 Councilwoman Chapman wanted to invite the Council members to visit James and Washington Streets since new landscaping had been installed.

08/04/15 Councilwoman Tynes thanked everyone involved in the National Night Out event.

09/01/15 Councilwoman Tynes introduced Dr. Jim Thornton who is the new Superintendent of Schools for Isle of Wight County.

09/01/15 Councilman Dr. Cook spoke about the need for the county to run their own sewer line if they run their own water line.

09/01/15 Vice Mayor Gregory expressed concern that the county does not acknowledge the problem for the town if water is not supplied to Gatling Pointe by the town.

09/01/15 Councilman Smith shared hidden costs to the town if sewer lines are shut off to the county residents.

09/01/15 Councilman Pack spoke about Dave’s Service Center and that they go above and beyond for their customers.

09/01/15 Councilman Smith commented on the level of service from Dave’s Service Center.

09/01/15 Councilman Dr. Cook expressed that the Great Springs Road and Main Street sidewalk funds of $100,000.00 would be better spent elsewhere.

09/01/15 Councilwoman Tynes, Councilman Smith, and Councilman Pack stated that the sidewalk was needed for several reasons even though they agreed with Councilman Dr. Cook that the funds could be used elsewhere.

09/01/15 Mayor Williams felt that the sidewalk should be approved because it was already funded and that those funds should be used for their original purpose.

09/01/15 Mayor Williams told the Council about a new project called Community of Friendship between the Town of Smithfield, Isle of Wight County, Smithfield Foods and Luohe City, China with the mayor there and his contingents.

10/07/15 Councilwoman Tynes thanked everyone for the opportunity to attend the VML Conference.

10/07/15 Vice Mayor Gregory thanked the Police Department for handling protesters at Smithfield Foods in a professional manner.

10/07/15 Councilman Dr. Cook spoke about the town’s contribution to the Western Tidewater Free Clinic. He feels it is the best money spent. He also asked the public to tell the Town Council their opinions about Pierceville instead of making
accusations. He also disagreed with Mrs. Robbie Younger that Smithfield citizens do not support local businesses.

10/07/15  Councilman Smith commented about the Western Tidewater Free Clinic and how they have grown.

10/07/15  Councilwoman Chapman thanked the Public Works Department for their hard work in preparation for bad weather due to a Hurricane Jaquin.

11/03/15  Mayor Williams thanked the Public Works Department, the Police Department, and the businesses for the safe Halloween on Main Street and Grace Street. He also congratulated Mrs. Lesley King, Town Clerk, for her participation in the leadership program.

11/03/15  Councilman Dr. Cook announced a two million dollar commitment to begin renovations on the Windsor Castle Manor house and existing outbuildings. Smithfield Foods is contributing one million dollars. There is also a gift of three hundred thousand dollars for architectural fees associated with the renovations.

12/03/15  Vice Mayor Gregory commented on Daniel Brown, a local young man, who is currently playing for the Baltimore Ravens.

12/01/15  Councilwoman Tynes wished everyone a happy holiday and new year. She also commented that she had not been appointed to a Planning Commission nominating committee.

12/01/15  Councilwoman Chapman spoke about a gentleman who wanted to start a semi-pro basketball team in Smithfield.

**DEEDS:**

01/06/15  Motion to accept the deed for 52 Carver Avenue for the Pinewood Heights Relocation Project. Motion passed.

04/07/15  Motion to accept the deed for 54 Carver Avenue for the Pinewood Heights Relocation Project. Motion passed.

10/07/15  Motion to accept the deed for a public boat ramp at Clontz Park from Smithfield Foods. Motion passed.

10/07/15  Motion to accept deeds for the Pinewood Heights Relocation Project for 53 Carver Avenue and vacant lots 48 and 49 Carver Avenue. Motion passed.

12/01/15  New Business: Motion to accept a revised and corrected deed for Clontz Park. Motion passed.
DONATIONS/CONTRIBUTIONS:

02/03/15  Motion to donate one surplus patrol vehicle to the Smithfield Volunteer Fire Department. Motion passed.

08/04/15  Motion to approve funding request from the Friends of the Smithfield Library for a flooring project. Motion passed.

12/01/15  Motion to accept and acknowledge a one million dollar donation ($1,000,000.00) from Smithfield Foods for the ballfield project. Motion passed.

EMPLOYEE SERVICE AWARDS:

Jessie Snead of Public Works      5 Years
Lorrie Porter of Police Department     5 Years
Debbie Bennett of Manager’s Office  10 Years
Bryan Miller of Police Department     10 Years
Calvin Kelly of Smithfield Center      15 Years
Ellen Minga of Treasurer’s Office      15 Years
William Hopkins of Planning & Public Works  20 Years
Clarence Seamster of Police Department     20 Years
Peter Stephenson of Manager’s Office      20 Years
James Batten of Public Works       30 Years

EMPLOYEES / POSITIONS:

01/12/2015  William Wooley hired as Police Department staff
02/04/2015  Stephen Duck hired as Public Works staff
03/09/2015  Rendall Howell hired as Police Department staff
07/20/2015  Lisa Massenburg hired as Smithfield Center staff
07/23/2015  Kimberly Hasty hired as Museum staff
07/23/2015  Cynthia Lucas hired as Museum staff
08/03/2015  Stephanie Pack hired as Police Department staff
10/05/2015  Carlton Carr hired as Public Works staff
10/05/2015  Jeffery Clayton hired as Public Works staff

GRANTS:

06/02/15  Motion to authorize the Town Manager to submit the grand application to the Virginia Marine Resources Commission (VMRC) for a boat ramp at Clontz Park. Motion passed.
## INVOICES OVER $10,000:

### 01/06/15
- Bank of America: $20,171.00
- Atlantic Communications, Inc.: $23,362.45
- Beach Ford (public works truck): $25,595.00
- Sydnor Hydro: $29,810.00

**Total**: $98,938.45

### 02/03/15
- Caldwell Tanks: $25,823.29
- USBank: $47,037.50
- US Bancorp: $84,150.83
- REW Corporation: $13,944.00
- Tri-State Utilities: $30,845.35
- Christian Outreach: $14,000.00
- YMCA: $50,000.00

**Total**: $265,800.97

### 03/03/15
- REW Corporation: $13,820.60

**Total**: $13,820.60

### 04/07/15
- Robinson Farmer Cox Associates: $23,000.00

**Additional Invoices:**
- C. A. Barrs Contractor, Inc.: $10,462.44
- Sydnor Hydro: $14,530.00
- Virginia Resources Authority (VRA): $12,140.60

**Total**: $60,133.04

### 05/05/15
- Lewis Construction: $22,000.00
- Caldwell Tanks: $26,181.44

**Total**: $48,181.44

### 06/02/15
- REW Corporation: $15,413.00
- Blair Brothers, Inc. (Battery Park Road): $162,676.96
- Isle of Wight General Obligation Bond: $113,806.25

**Additional Invoice:**
- Blair Brothers, Inc. (Ridgeland Drive): $77,210.94

**Total**: $369,107.15

### 07/07/15
- Atlantic Communications: $21,913.00
- Smithfield Volunteer Fire Department: $13,000.00

**Additional Invoices:**
- USBancorp: $84,150.83

**Total**: $119,063.83

### 08/04/15
- Sungard – OSSI: $20,923.16
- Caldwell Tanks (quarterly inspections): $26,181.44
- Lewis Construction (Main St. storm drain): $14,881.12
- Lewis Construction (Main St. sewer repair): $17,753.00
- Smithfield Vol. Fire Dept. (pass thru funds): $25,627.00
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**MEETINGS HELD BY TOWN COUNCIL:**

- **01/06/15** Regular Town Council meeting.
- **02/03/15** Regular Town Council meeting.
- **03/03/15** Regular Town Council meeting.
- **04/07/15** Regular Town Council meeting.
- **05/05/15** Regular Town Council meeting.
- **06/02/15** Regular Town Council meeting.
- **06/22/15** Continued Town Council meeting.
- **07/07/15** Regular Town Council meeting.
- **08/04/15** Regular Town Council meeting.
09/01/15 Regular Town Council meeting.
10/07/15 Regular Town Council meeting.
10/27/15 Continued Town Council meeting.
11/03/15 Regular Town Council meeting.
12/01/15 Regular Town Council meeting.

MISCELLANEOUS:

02/03/15 Motion to amend the Town’s Pay and Classification Plan. Motion passed.
03/03/15 Motion to authorize the use of Clontz Park for the annual Fireworks Display, Friday, July 3rd, 2015. Motion passed.
03/03/15 Authorization to approve Girl Scouts Project application to install wood duck boxes in Windsor Castle Park. Motion passed.
03/03/15 Motion to approve the following documents in regards to the Pinewood Heights Relocation Project Phase III application submittal to the Virginia Department of Housing and Community Development. Motion passed.
  a. Resolution to Submit Application to DHCD
  b. Residential Anti-Displacement and Relocation Assistance Plan
  c. Fair Housing Certification
  d. Local Business and Employment Plan
  e. Non-Discrimination Policy
  f. Section 504 Grievance Procedure
05/05/15 Motion to approve grading of the old orchard field at Windsor Castle Park. Motion passed.
05/05/15 Motion to approve the lump sum bid in the amount of $15,413.00 to deal with repairs at the Main Street pump station service cables pending future investigation into the insurance claim. Motion passed.
06/02/15 Motion to approve the proposed location of the DEQ required Observation Well Nest Project. Motion passed.
06/02/15 Motion to authorize the Town Attorney to bring suit to remove the lien on a Pinewood Heights property located at 52 Carver Avenue. Motion passed.
06/22/15 Motion to amend Town’s Personnel Policy Manual and Pay Classification Plan. Motion passed.
07/07/15 Motion to approve project application for oyster beds at Windsor Castle Park. Motion passed.

08/04/15 Motion to approve the installation of additional street lights on Main Street near Main Street Baptist Church. Motion passed.

09/01/15 Motion to Expend Budgeted Funds for the Design of the west Main Street / Great Springs Road Sidewalk Project, Administered by Isle of Wight County. Motion passed five to one.

10/07/15 Motion to adopt the Personal Property Tax Relief Act Percentage. Motion passed.

11/03/15 Motion to approve the 2015 holiday work schedule for town employees. Motion passed.

12/01/15 Motion to authorize the Town Attorney to start condemnation process on 52 Carver Avenue with property owners consent as part of the Pinewood Heights Relocation Project.

12/01/15 Motion to refer Pierceville Manor house back to the BHAR for further action.

12/01/15 Motion to approve the Town’s 2016 meeting schedule.

12/01/15 Motion to Authorize the Town Manager to negotiate a contract for 101 acres not to exceed $800,000. Motion passed.

12/01/15 Motion to accept $1,000,000.00 contribution from Smithfield Foods for the new youth ballfields. Motion passed.

**ORDINANCES:**

01/06/15 Zoning Ordinance amendment to Commercial/Industrial Zoning District. Motion passed.

04/07/15 Amend ordinance for No Through Truck Traffic. Motion passed.

12/01/15 Floodplain Ordinance changes.

**PRESENTATIONS:**

03/03/15 Presentation of the American Public Works Association Accreditation Award.

06/02/15 Resolution of Respect presented to Bill Hopkin’s family by Delegate Rick Morris.

10/07/15 Presentation by Western Tidewater Free Clinic – Mrs. Stephie Broadwater.
Ms. Martha Jackson spoke about Support Law Enforcement Week.

Ms. Stephie Broadwater thanked the town for their continued support of the Western Tidewater Free Clinic. She explained how they have helped many.

Mr. Rick Bodson made suggestions on how to handle the intergovernmental meeting with the county.

Ms. Judy Winslow spoke about Restaurant Week, the Billboard Campaign and the ticket sales for the Wine and Brew Fest.

Ms. Gina Ippolito spoke about remaining ticket availability for the Wine and Brew Fest.

Mrs. Pam Turner spoke about parking concerns and requested signage for Wharf Hill.

Mr. Richard Turner wanted to recognize Mr. Bill Hopkins and his crew for their professionalism.

Mr. Ronald Smith spoke about the sewer sink holes in his back yard and requested assistance with getting the problem fixed.

Mrs. Barbara Smith spoke about the sewer sink holes in her back yard and requested assistance with getting the problem fixed.

Ms. Theresa Lowe spoke about speeding concerns in the Cypress Creek subdivision.

Chief Bowman spoke about Ms. Lowe’s speeding concerns.

Mr. Willie Crocker addressed the Council about Jersey Park safety concerns.

Ms. Ira Robertson spoke about concerns with outside citizens coming into Jersey Park and causing problems. She is the president of the Neighborhood Association.

Ms. June White, manager at Jersey Park Apartments, spoke about all that management is doing to keep Jersey Park safe and difficulties with management of Woods Edge Apartments to control safety in their neighborhood. She also asked for quicker response time by EMT service.

Ms. Kathy Blount Newby volunteered to serve, in any capacity, to help with solving Jersey Park Apartment issues and spoke about safety concerns.

Mr. Willie Bell addressed the Council about safety concerns at the Jersey Park Apartments with the outside influence that enters the neighborhood.
Chief Bowman addressed residents’ concerns for safety at Jersey Park Apartments. He explained his position regarding how law enforcement can act on private property.

Ms. Mattie Harris is the vice president of the Neighborhood Association at Jersey Park. She asked Chief Bowman for help with ideas on improving safety within the neighborhood.

Ms. Tameka Sykes does not feel like the police do enough in Jersey Park. She has concerns about outsiders coming in and causing problems with safety.

Mr. Dennis Arinello addressed the Council to speak about the Future Land Use Map. He complimented the Planning Commission on their efforts to provide a buffer for the town. He cautioned the Town Council to plan carefully for future growth of the town.

Deputy Chief Hackney spoke about concerns for the fire department at Wharf Hill in case they are needed there.

Councilwoman Tynes thanked the Smithfield Fire Department for their work at a house fire in Gatling Pointe.

Mr. Lee Duncan wanted to thank the fire department for responding to a blown circuit at the restaurant. He also discussed his position on angled versus parallel parking on Commerce Street.

Mr. Josh Nelms asked the Council to look into the need for additional street lights on Colonial Avenue.

Mr. Eric Fly requested that the Town Council put the vehicle maintenance contract back out for bid instead of continuing the contract with Dave’s Service Center for one additional year.

Mr. Dennis Arinello spoke about his concerns for the Pierceville project on Cary and Main Streets.

Ms. Sharla Braunhardt spoke about her concerns for the Pierceville project on Cary and Main Streets.

Mr. Herb DeGroft spoke about his objection to the water and sewer line that the county is proposing to Gatling Pointe. He also discussed the Bike and Walking Trail proposed by the county. He urged the Town Council to not contribute any money for it.

Mr. Mark Gay spoke about his objections to the Cary and Main project. He also felt that the town was not following proper procedures for the proper ordinances.
Mr. Dennis Arinello voiced his objections to the town letting the Hampton Roads Planning District Commission assist with the Comprehensive Plan updates. He felt that it should be put out to bid.

Ms. Betty Clark spoke about Landis Valley Farm Museum. She felt that the historic Pierceville property would be better suited for a farm museum than a housing development.

Mrs. Robbie Younger spoke about her business. She feels that Smithfield citizens do not support local business. She does not believe that the Cary and Main project would bring in more customers.

Mr. Rick Bodson expressed his desire for there to be a new relationship with the county with the newly elected Board of Supervisor members.

Mr. Van Rose of Rose & Womble Realty spoke about the integrity of Hearndon MC Builders.

Mr. Christopher Gwaltney added his general support for the Cary and Main proposed development.

Mr. Richard Harrell spoke about concerns with the sewer analysis for the Cary and Main proposed development.

Mr. Al Coke, Ms. Bonnie Pryor, Mrs. Robbie Younger, Mrs. Susie Gay, Mr. Ross Younger, Ms. Betty Clark, Mr. Chris Torre, Mrs. Carolyn Torre, Ms. Dawn Riddle, Mr. R. B. Braunhardt, Mr. Bob Hines, Ms. Beth Haywood, Mr. Jim Sharps, Mrs. Terry Mulherin, Mr. Brad Face, Mr. Dennis Arinello, Ms. Florine Moore, Mr. Jessie Whitten, and Ms. Sheila Robinette spoke in opposition to the Cary and Main proposed development and the change to the amendment change to the Comprehensive Plan for the proposed Cary and Main development.

Mr. Richard Rudnicki, Assistant Director of Planning and Zoning at Isle of Wight County, spoke about the proffers offered for the Cary and Main proposed development.

Ms. Terry Mulherin, Mr. Jonathon Crum, Mr. Christopher Torre, Ms. Christine Vassey, Ms. Shelia Robinette, and Ms. Robbie Younger spoke against the change of zoning classification for the proposed Cary and Main development.

Mr. Ron Braunhardt spoke about his opposition to the Pierceville proposed development.

**PUBLIC HEARINGS:**

Special Use Permit for home day care at 313 Grandville Arch. Motion passed.
03/03/15  Public Hearing: Pinewood Heights Relocation Project – Phase III application submittal. Motion passed.

04/07/15  Public Hearing: Amend Ordinance for No Through Truck Traffic. Motion passed.

06/02/15  Public Hearing: Adoption of Amended Budget for FY 2014/2015. Motion passed.

06/02/15  Public Hearing: Proposed Budget for FY 2015/2016. Motion passed.

06/02/15  Public Hearing: Comprehensive Plan – Future Growth Area Map. Motion passed.


11/03/15  Public Hearing: Amendment to Comprehensive Plan. Motion was tabled until the January Town Council meeting.

11/03/15  Public Hearing: Change of Zoning Classification. Motion was tabled and continued until the January Town Council meeting.

12/01/15  Public Hearing: Floodplain Ordinance.

12/01/15  Motion to refer Pierceville Manor house back to the Board of Historic and Architectural Review for further action. Motion passed.

**PURCHASES:**

03/03/15  Authorize the Town Manager to purchase the Old Isle of Wight Volunteer Rescue Squad Building between Isle of Wight County and the Town of Smithfield in accordance with the agreement. Motion passed.

03/03/15  Motion to authorize the Town Manager to enter into a contract to purchase approximately 20 Acres from Howard Little Farm, LLC and others and a contract to purchase approximately 81.5 acres from Howard Little Farm, LLC and others. Motion passed.

08/04/15  Motion to authorize the Town Manager to purchase three budgeted patrol vehicles and equipment to outfit them. Motion passed.

09/01/15  Motion to approve Tasers for the Smithfield Police Department in the amount of $22,073.38. Motion passed.

10/07/15  Motion to authorize the purchase of budgeted Public Works truck under state contract pricing for $29,561.00. Motion passed.
REQUEST FOR PROPOSALS:

04/07/15  Motion to authorize the Town Manager to issue a request for proposals for refuse and recycling collection. Motion tabled.

05/05/15  Motion to authorize the Town Manager to issue an architectural services RFP for the renovations of the proposed Smithfield Police Evidence/Storage building at 1802 South Church Street. Motion passed.

RESOLUTIONS / PROCLAMATIONS:

01/06/15  Resolution to amend street closure request for Mardi Gras 4 Beads on February 7th. Motion passed.

01/06/15  Resolution for street closure/traffic assistance request for YMCA Triathlon on April 18th. Motion passed.

01/06/15  Resolution to consent to change the meeting times for the Planning Commission, BHAR and BZA. Motion passed.

02/03/15  Resolution for street closure request for the Wine and Brew Fest. Motion passed.

02/03/15  Resolution for street closure request for the Mustang Round Up Car Show. Motion passed.

02/03/15  Resolution to authorize the Town Treasurer to refinance existing loans. Motion passed.

02/03/15  Resolution for partial fishing pier and trail closure for the Wine and Brew Fest. Motion passed.

03/03/15  Resolution to refinance two bonds with PNC Bank. Motion passed.

04/07/15  Proclamation – National Public Safety Telecommunicators Week, April 12th-18th, 2015.

04/07/15  Resolution to accept the proposal from Farmers Bank for financing of the old Rescue Squad and land for the proposed ballfield complex. Motion passed.

05/05/15  Resolution to adopt the Virginia Retirement System “Phase In” for fiscal year 2015/2016. Motion passed.

05/05/15  Resolution for street closure request for the Olden Days festival on June 26th and 27th to include South Mason Street. Motion passed.

06/02/15  Resolution of Respect presented to Bill Hopkin’s family by Delegate Rick Morris.
06/02/15  Resolution to appoint/reappoint the Certified Crime Prevention Team. Motion passed.

06/22/15  Resolution to adopt the budget for fiscal year 2015/2016. Motion passed.

07/07/15  Motion to adopt an appropriation resolution to carry forward funds and restricted funds appropriated in FY 2015/2016. Motion passed.

07/07/15  Motion to adopt appropriation resolution for funds for FY 2015/2016 effective July 1st, 2015. Motion passed.

07/07/15  Resolution to renew the line of credit at Farmers Bank. Motion passed.

08/04/15  Resolution for a street closure request for one way traffic on Jericho Road for the Bacon Fest on October 3rd, 2015 from 9:00 a.m. through 2:00 p.m. Motion passed.

08/04/15  Resolution for street closure request for the Ruritan Car Show on Saturday, October 10th, 2015. Motion passed.

08/04/15  Resolution for street closure/traffic assistance request for the Hog Jog on Saturday, October 10th, 2015. Motion passed.

08/04/15  Resolution to authorize the partial closure of the Windsor Castle Park trails on October 3rd, 2015 and the fishing pier closure beginning Wednesday, September 30th through Saturday, October 3rd, 2015. Motion passed.

10/07/15  Resolution to approve the street closure request for the Smithfield High School Homecoming Parade for October 23rd, 2015. Motion passed.

10/07/15  Resolution to approve the street closure request for the Smithfield Evening Christmas Market on December 11th, 2015. Motion passed.

10/07/15  Resolution to approve the street closure request for the annual Genuine Smithfield Christmas Parade on December 12th, 2015. Motion passed.

10/07/15  Resolution to renew line of credit with TowneBank for the Pinewood Heights Relocation Project. Motion passed.

12/01/15  Resolution to accept agreement with VMRC for Public Boat Ramp at Clontz Park. Motion passed.
OTHER ITEMS OF INTEREST:

SURPLUS PROPERTY:

Govdeals.com continues to be a good way to sell the town’s surplus items.

<table>
<thead>
<tr>
<th>Year</th>
<th>Fee for service</th>
<th>Revenue</th>
</tr>
</thead>
<tbody>
<tr>
<td>2011</td>
<td>$463.03</td>
<td>$5,829.01</td>
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<tr>
<td>2012</td>
<td>$1,076.74</td>
<td>$13,218.35</td>
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<tr>
<td>2013</td>
<td>$444.70</td>
<td>$5,279.32</td>
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<tr>
<td>2014</td>
<td>$1,636.06</td>
<td>$19,590.83</td>
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<tr>
<td>2015</td>
<td>$1,365.30</td>
<td>$18,129.00</td>
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NEWSLETTER EXPENSE REPORT:

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<tr>
<th>Year</th>
<th>John Henry Printing</th>
<th>Postage</th>
<th># of copies</th>
</tr>
</thead>
<tbody>
<tr>
<td>2014 Spring</td>
<td>$1,673.46</td>
<td>$766.68</td>
<td>3,500</td>
</tr>
<tr>
<td>2014 Fall</td>
<td>$1,534.00</td>
<td>$759.65</td>
<td>3,100</td>
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<tr>
<td>2015 Spring</td>
<td>$1,617.00</td>
<td>$755.45</td>
<td>3,200</td>
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<tr>
<td>2015 Fall</td>
<td>$1,653.75</td>
<td>$766.18</td>
<td>3,375</td>
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</table>

GRAND TOTAL =

BUDGET INFORMATION ON THE FOLLOWING PAGES
COUNCIL BUDGET
RESOLUTION
AMENDED BUDGET FOR FISCAL YEAR 2014-2015

WHEREAS, the Town Council, through its staff and finance committee, has prepared an amended budget for Fiscal Year 2014-2015; and,

WHEREAS, the budget has been advertised in accordance with the law and a public hearing was held at the regular meeting of Town Council on June 2, 2015; and,

WHEREAS, after hearing public comment, the finance committee and the Town Manager have recommended adoption of the proposed amended budget for the 2014-2015 fiscal year; and,

WHEREAS, the revised budget, a copy of which is attached hereto as Exhibit "A", properly reflects the revenues and expenditures for Fiscal Year 2014-2015.

NOW, THEREFORE, BE IT RESOLVED that the amended budget for Fiscal Year 2014-2015, and attached hereto as Exhibit "A" is hereby adopted; and

Adopted this 2nd day of June, 2015.

TOWN COUNCIL OF THE
TOWN OF SMITHFIELD

By T. Carter Williams, Mayor

ATTEST:

Lesley G. King, Clerk
NOTICE OF PUBLIC HEARING

Notice is hereby given pursuant to Section 15.2-2506 of the Code of Virginia (1950), as amended, that the Town Council of the Town of Smithfield at its regular meeting on June 2, 2015, at 7:30 p.m. will hold a public hearing to consider the adoption of an amended budget for the Town of Smithfield for Fiscal Year July 1, 2014 through June 30, 2015.

All persons who wish to be heard concerning the adoption of said amended budget may appear before the Town Council at its regular meeting in the council chambers in The Smithfield Center, 220 N. Church Street, meeting room A, Smithfield, Virginia on June 2, 2015 at 7:30 p.m.

The full texts of the proposed amended budget are on file in the office of the Town Manager, 911 S. Church Street, Smithfield, Virginia and are available for public inspection.

SYNOPSIS OF THE PROPOSED AMENDED BUDGET FOR THE TOWN OF SMITHFIELD FOR FISCAL YEAR JULY 1, 2014 THROUGH JUNE 30, 2015

GENERAL GOVERNMENT

<table>
<thead>
<tr>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>Revenue from local sources</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Real Estate</td>
<td>1,685,000</td>
<td>1,707,275</td>
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<tr>
<td>Personal Property</td>
<td>885,000</td>
<td>896,500</td>
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<tr>
<td>Penalties and Interest</td>
<td>40,015</td>
<td>42,045</td>
</tr>
<tr>
<td>Total Revenue from Local Sources</td>
<td>2,610,015</td>
<td>2,645,820</td>
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</tbody>
</table>

Other local taxes

<table>
<thead>
<tr>
<th></th>
<th>ADOPTED</th>
<th>PROPOSED</th>
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</thead>
<tbody>
<tr>
<td>Bank franchise</td>
<td>134,370</td>
<td>123,000</td>
</tr>
<tr>
<td>Sales</td>
<td>270,000</td>
<td>300,000</td>
</tr>
<tr>
<td>Utility</td>
<td>193,600</td>
<td>193,600</td>
</tr>
<tr>
<td>Meals tax-4%</td>
<td>879,785</td>
<td>922,175</td>
</tr>
<tr>
<td>Meals tax-1% (special projects)</td>
<td>439,892</td>
<td>461,090</td>
</tr>
<tr>
<td>Cigarette</td>
<td>174,067</td>
<td>130,000</td>
</tr>
<tr>
<td>Transient Occupancy</td>
<td>139,430</td>
<td>170,000</td>
</tr>
<tr>
<td>Short term rental tax</td>
<td>1,000</td>
<td>3,230</td>
</tr>
<tr>
<td>Rolling stock</td>
<td>15</td>
<td>23</td>
</tr>
<tr>
<td>Consumption</td>
<td>49,000</td>
<td>46,000</td>
</tr>
<tr>
<td>Communications</td>
<td>240,000</td>
<td>237,000</td>
</tr>
<tr>
<td>Total other local taxes</td>
<td>2,521,159</td>
<td>2,586,118</td>
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</tbody>
</table>


**Licenses**

<table>
<thead>
<tr>
<th></th>
<th>ADOPTED BUDGET</th>
<th>PROPOSED BUDGET REVISION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Privilege License</td>
<td>340,950</td>
<td>344,900</td>
</tr>
<tr>
<td>Permits</td>
<td>18,400</td>
<td>41,400</td>
</tr>
<tr>
<td>Vehicle License</td>
<td>132,000</td>
<td>146,203</td>
</tr>
<tr>
<td><strong>Total licenses, permits, and privilege fees</strong></td>
<td><strong>491,350</strong></td>
<td><strong>532,503</strong></td>
</tr>
</tbody>
</table>

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<table>
<thead>
<tr>
<th></th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>Fines</td>
<td>70,000</td>
<td>70,000</td>
</tr>
<tr>
<td>Revenue from use of money and property</td>
<td>195,892</td>
<td>231,135</td>
</tr>
<tr>
<td>Other revenue</td>
<td>6,000</td>
<td>6,000</td>
</tr>
<tr>
<td>Revenue from Commonwealth of Virginia</td>
<td>200,315</td>
<td>200,830</td>
</tr>
<tr>
<td>Revenue from Federal Government</td>
<td>396,480</td>
<td>528,330</td>
</tr>
</tbody>
</table>

**Other financing sources**

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Contributions</td>
<td>1,000</td>
<td>98,707</td>
</tr>
<tr>
<td>Insurance Recoveries</td>
<td>---</td>
<td>9,497</td>
</tr>
<tr>
<td>Line of Credit Proceeds</td>
<td>450,000</td>
<td>250,000</td>
</tr>
<tr>
<td>Note Payable-Public Safety</td>
<td>---</td>
<td>430,000</td>
</tr>
<tr>
<td>Reserve funds</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Escrow Reserves- Beautification</td>
<td>---</td>
<td>55,658</td>
</tr>
<tr>
<td>Restricted Reserves-Pinewood</td>
<td>4,410</td>
<td>224,220</td>
</tr>
<tr>
<td>Operating Reserves</td>
<td>389,587</td>
<td>161,398</td>
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<tr>
<td><strong>Total other financing sources</strong></td>
<td><strong>844,997</strong></td>
<td><strong>1,229,480</strong></td>
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</tbody>
</table>

**Total General Funds Revenues**

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>Total General Funds Revenues</td>
<td>7,336,208</td>
<td>8,030,216</td>
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</tbody>
</table>

**Road Maintenance**

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Road Maintenance</td>
<td>1,033,333</td>
<td>1,067,664</td>
</tr>
</tbody>
</table>

**State Highway Maintenance Funds carried forward from 2014**

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>State Highway Maintenance Funds carried forward from 2014</td>
<td>---</td>
<td>108,461</td>
</tr>
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</table>

**GRAND TOTAL**

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td><strong>GRAND TOTAL</strong></td>
<td><strong>8,369,541</strong></td>
<td><strong>9,206,341</strong></td>
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</tbody>
</table>

**EXPENDITURES**

<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td>OPERATING EXPENSES</td>
<td></td>
<td></td>
</tr>
<tr>
<td>GENERAL GOVERNMENT</td>
<td>547,637</td>
<td>614,883</td>
</tr>
<tr>
<td>TREASURER</td>
<td>404,669</td>
<td>406,811</td>
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<tr>
<td>PUBLIC SAFETY</td>
<td>2,445,729</td>
<td>2,383,548</td>
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<tr>
<td>PLANNING ENGINEERING &amp; PUBLIC WORKS</td>
<td>810,521</td>
<td>808,135</td>
</tr>
<tr>
<td>PUBLIC BUILDINGS</td>
<td>153,145</td>
<td>160,386</td>
</tr>
<tr>
<td>Service</td>
<td>2022 Budget</td>
<td>2023 Budget</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>-------------</td>
<td>-------------</td>
</tr>
<tr>
<td>Community Development</td>
<td>1,191,840</td>
<td>1,660,477</td>
</tr>
<tr>
<td>Parks, Recreation &amp; Cultural</td>
<td>789,155</td>
<td>822,231</td>
</tr>
<tr>
<td>Debt Service</td>
<td>528,619</td>
<td>334,006</td>
</tr>
<tr>
<td><strong>Total Operating Expenses</strong></td>
<td><strong>6,871,315</strong></td>
<td><strong>7,190,477</strong></td>
</tr>
</tbody>
</table>

**Capital Outlay**

<table>
<thead>
<tr>
<th>Service</th>
<th>2022 Budget</th>
<th>2023 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Town Council</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td>Treasurer</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td>Public Safety</td>
<td>176,393</td>
<td>175,386</td>
</tr>
<tr>
<td>Planning, Engineering &amp;</td>
<td>7,500</td>
<td>58,343</td>
</tr>
<tr>
<td>Public Works</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Public Buildings</td>
<td>177,000</td>
<td>433,770</td>
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<tr>
<td>Parks, Recreation &amp;</td>
<td>8,000</td>
<td>16,240</td>
</tr>
<tr>
<td>Cultural</td>
<td></td>
<td></td>
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<tr>
<td>Community Development</td>
<td>96,000</td>
<td>156,000</td>
</tr>
<tr>
<td><strong>Total Capital Outlay</strong></td>
<td><strong>464,893</strong></td>
<td><strong>839,739</strong></td>
</tr>
</tbody>
</table>

**Total General Funds Expenses**

<table>
<thead>
<tr>
<th></th>
<th>2022 Budget</th>
<th>2023 Budget</th>
</tr>
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<tbody>
<tr>
<td>Road Maintenance</td>
<td>1,033,333</td>
<td>1,176,125</td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td><strong>8,369,541</strong></td>
<td><strong>9,206,341</strong></td>
</tr>
</tbody>
</table>
# WATER AND SEWER

## REVENUE

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>OPERATING REVENUE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CHARGES FOR SERVICES-WATER</td>
<td>1,397,000</td>
<td>1,423,185</td>
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<tr>
<td>CHARGES FOR SERVICES-SEWER</td>
<td>668,000</td>
<td>681,000</td>
</tr>
<tr>
<td>WATER DEBT SERVICE REVENUE</td>
<td>188,970</td>
<td>189,712</td>
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<tr>
<td>SEWER COMPLIANCE REVENUE</td>
<td>492,000</td>
<td>496,000</td>
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<tr>
<td>CONNECTION FEES-WATER</td>
<td>9,900</td>
<td>16,500</td>
</tr>
<tr>
<td>CONNECTION FEES-SEWER</td>
<td>23,700</td>
<td>39,500</td>
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<tr>
<td>APPLICATION FEES-WATER</td>
<td>5,500</td>
<td>8,654</td>
</tr>
<tr>
<td>MISCELLANEOUS – WATER</td>
<td>500</td>
<td>1,000</td>
</tr>
<tr>
<td>MISCELLANEOUS – SEWER</td>
<td>1,000</td>
<td>1,000</td>
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<tr>
<td><strong>TOTAL OPERATING REVENUE</strong></td>
<td><strong>2,786,570</strong></td>
<td><strong>2,856,551</strong></td>
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## OPERATING EXPENSES

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>WATER</td>
<td>1,253,299</td>
<td>1,310,900</td>
</tr>
<tr>
<td>SEWER</td>
<td>547,588</td>
<td>575,033</td>
</tr>
<tr>
<td><strong>TOTAL OPERATING EXPENSES</strong></td>
<td><strong>1,800,887</strong></td>
<td><strong>1,885,933</strong></td>
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</table>

## OPERATING INCOME BEFORE BAD DEBT, DEPRECIATION AND AMORTIZATION EXPENSE

<table>
<thead>
<tr>
<th></th>
<th>985,683</th>
<th>970,618</th>
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</thead>
<tbody>
<tr>
<td>BAD DEBT EXPENSE-WATER</td>
<td>7,500</td>
<td>--</td>
</tr>
<tr>
<td>BAD DEBT EXPENSE-SEWER</td>
<td>5,000</td>
<td>--</td>
</tr>
<tr>
<td>DEPRECIATION AND AMORTIZATION EXPENSE-WATER</td>
<td>365,000</td>
<td>340,000</td>
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<tr>
<td>DEPRECIATION AND AMORTIZATION EXPENSE-SEWER</td>
<td>600,000</td>
<td>470,000</td>
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<tr>
<td><strong>TOTAL BAD DEBT AND DEPRECIATION EXPENSE</strong></td>
<td>977,500</td>
<td>810,000</td>
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## OPERATING INCOME (LOSS)

<table>
<thead>
<tr>
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<th>8,183</th>
<th>160,618</th>
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## NONOPERATING REVENUE (EXPENSES)

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<tr>
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<th>68,000</th>
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<tbody>
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<td>AVAILABILITY FEES-WATER</td>
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</tr>
<tr>
<td>AVAILABILITY FEES-SEWER</td>
<td>61,800</td>
<td>103,000</td>
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<tr>
<td>INTEREST REVENUE WATER</td>
<td>6,800</td>
<td>7,240</td>
</tr>
<tr>
<td>INTEREST REVENUE SEWER</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SUMmERY</td>
<td>WATER</td>
<td>SEWER</td>
</tr>
<tr>
<td>---------</td>
<td>-------</td>
<td>-------</td>
</tr>
<tr>
<td>PRO-RATA SHARE FEES-WATER</td>
<td>--</td>
<td>10,400</td>
</tr>
<tr>
<td>PRO-RATA SHARE FEES-SEWER</td>
<td>--</td>
<td>13,525</td>
</tr>
<tr>
<td>INSURANCE RECOVERIES</td>
<td>--</td>
<td>4,996</td>
</tr>
<tr>
<td>INTEREST REVENUE-WATER</td>
<td>6,800</td>
<td>7,240</td>
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<tr>
<td>INTEREST REVENUE-SEWER</td>
<td>4,500</td>
<td>5,400</td>
</tr>
<tr>
<td>INTEREST EXPENSE-WATER</td>
<td>(111,606)</td>
<td>(127,886)</td>
</tr>
<tr>
<td>INTEREST EXPENSE-SEWER</td>
<td>(36,965)</td>
<td>(29,231)</td>
</tr>
<tr>
<td><strong>TOTAL NONOPERATING REVENUE (EXPENSES)</strong></td>
<td><strong>(34,671)</strong></td>
<td><strong>55,444</strong></td>
</tr>
<tr>
<td>INCOME (LOSS) BEFORE CONTRIBUTIONS</td>
<td>(26,488)</td>
<td>216,062</td>
</tr>
<tr>
<td>CAPITAL CONTRIBUTIONS-SEWER</td>
<td>22,833</td>
<td>22,833</td>
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<tr>
<td><strong>INCOME (LOSS) AFTER CONTRIBUTIONS</strong></td>
<td><strong>(3,655)</strong></td>
<td><strong>238,895</strong></td>
</tr>
</tbody>
</table>

**NOTES TO FINANCIAL**

1) Income loss is funded by prior year operating reserves.
2) Availability fees are moved to escrow funds and used to pay for capital construction and improvements.
3) Pro-rata Share fees are moved to escrow funds and used to pay for capital construction and improvements motivated by growth.
4) Water Debt Service revenues and Sewer compliance revenues are moved to escrow accounts and used to pay debt on planned RO plant and expenses for the sewer consent order.
5) Principal payments to be funded from income and debt service revenues for 2015 are:
   - Water Debt Service Principal: 337,974
   - Sewer Debt Service Principal: 78,850
6) Total capital expenditures to be funded from income, loan funds, and escrow funds are:
   - Water Capital expenses: 173,321
   - Sewer Capital expenses: 251,321
RESOLUTION
BUDGET FOR FISCAL YEAR 2015-2016

WHEREAS, the Town Council, through its staff and finance committee, has prepared a budget for Fiscal Year 2015-2016; and,

WHEREAS, the budget has been advertised in accordance with the law and a public hearing was held at the regular meeting of Town Council on June 2, 2015; and,

WHEREAS, the budget, a copy of which is attached hereto as Exhibit "A", properly reflects the proposed revenues and expenditures for Fiscal Year 2015-2016; and,

NOW, THEREFORE, BE IT RESOLVED that the budget for Fiscal Year 2015-2016, and attached hereto as Exhibit "A" is hereby adopted.

Adopted this 22nd day of June, 2015.

TOWN COUNCIL OF THE
TOWN OF SMITHFIELD

By ________________
T. Carter Williams, Mayor

ATTEST:

______________
Lesley G. King, Clerk
## 2016 Budget General Fund

<table>
<thead>
<tr>
<th>Revenue from local sources</th>
<th>FY2014-2015</th>
<th>FY2015-2016</th>
<th>FY2015-2016 w/ revisions</th>
<th>% Change</th>
<th>$ Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Real Estate</td>
<td>1,707,275</td>
<td>1,707,275</td>
<td>1,707,275</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>Personal Property</td>
<td>896,500</td>
<td>889,900</td>
<td>889,900</td>
<td>-0.74%</td>
<td>(6,600)</td>
</tr>
<tr>
<td>Penalties and interest</td>
<td>42,045</td>
<td>42,045</td>
<td>42,045</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Revenue from Local Sources</strong></td>
<td><strong>2,645,820</strong></td>
<td><strong>2,639,220</strong></td>
<td><strong>2,639,220</strong></td>
<td><strong>-0.25%</strong></td>
<td><strong>(6,600)</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Other local taxes</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Bank franchise</td>
<td>123,000</td>
<td>149,000</td>
<td>149,000</td>
<td>21.14%</td>
<td>26,000</td>
</tr>
<tr>
<td>Sales</td>
<td>300,000</td>
<td>300,000</td>
<td>300,000</td>
<td>0.00%</td>
<td>-</td>
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<tr>
<td>Utility</td>
<td>198,600</td>
<td>193,600</td>
<td>193,600</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>Meals tax - 4%</td>
<td>922,175</td>
<td>915,000</td>
<td>915,000</td>
<td>-0.78%</td>
<td>(7,175)</td>
</tr>
<tr>
<td>Meals tax - 1%</td>
<td>461,090</td>
<td>457,500</td>
<td>457,500</td>
<td>-0.78%</td>
<td>(3,590)</td>
</tr>
<tr>
<td>Cigarette</td>
<td>130,000</td>
<td>130,000</td>
<td>130,000</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>Transient Occupancy</td>
<td>170,000</td>
<td>170,000</td>
<td>170,000</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>Short term rental tax</td>
<td>3,230</td>
<td>3,230</td>
<td>3,230</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>Rolling stock</td>
<td>23</td>
<td>23</td>
<td>23</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>Consumption</td>
<td>46,000</td>
<td>46,000</td>
<td>46,000</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>Communications</td>
<td>237,000</td>
<td>237,000</td>
<td>237,000</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total other local taxes</strong></td>
<td><strong>2,586,118</strong></td>
<td><strong>2,601,353</strong></td>
<td><strong>2,601,353</strong></td>
<td><strong>0.59%</strong></td>
<td><strong>15,235</strong></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Licenses</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Privilege License</td>
<td>344,900</td>
<td>344,900</td>
<td>344,900</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>Permits</td>
<td>41,400</td>
<td>24,900</td>
<td>24,900</td>
<td>-39.86%</td>
<td>(16,500)</td>
</tr>
<tr>
<td>Vehicle License</td>
<td>146,203</td>
<td>146,200</td>
<td>146,200</td>
<td>0.00%</td>
<td>(3)</td>
</tr>
<tr>
<td><strong>Total licenses, permits, and privilege fees</strong></td>
<td><strong>532,503</strong></td>
<td><strong>516,000</strong></td>
<td><strong>516,000</strong></td>
<td><strong>-3.10%</strong></td>
<td><strong>(16,503)</strong></td>
</tr>
</tbody>
</table>

| Fines                     | 70,000      | 70,000      | 70,000                   | 0.00%    | -        |
| **Revenue from use of money and property** | **231,185** | **220,027** | **221,667** | **-4.81%** | **(9,468)** |

| Other revenue             | 6,000       | 6,000       | 6,000                    | 0.00%    | -        |
| Revenue from Commonwealth of Virginia | 200,830 | 196,395 | 196,395 | -2.21% | (4,435) |
| Revenue from Federal Government | 528,330 | 2,250 | 2,250 | -99.57% | (526,080) |

<table>
<thead>
<tr>
<th>Other financing sources</th>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Contributions</td>
<td>98,707</td>
<td>12,250</td>
<td>22,190</td>
<td>-87.59%</td>
<td>(76,517)</td>
</tr>
<tr>
<td>Insurance Recoveries</td>
<td>9,497</td>
<td>-</td>
<td>-</td>
<td>100.00%</td>
<td>(9,497)</td>
</tr>
<tr>
<td>Line of Credit Proceeds</td>
<td>250,000</td>
<td>450,000</td>
<td>450,000</td>
<td>80.00%</td>
<td>200,000</td>
</tr>
<tr>
<td>Note Payable-Public Safety</td>
<td>430,000</td>
<td>-</td>
<td>-</td>
<td>100.00%</td>
<td>(430,000)</td>
</tr>
<tr>
<td>Reserve Funds</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Escrow Reserves-Beautification</td>
<td>55,658</td>
<td>-</td>
<td>-</td>
<td>100.00%</td>
<td>(55,658)</td>
</tr>
<tr>
<td>Restricted Reserves-Pinewood</td>
<td>224,220</td>
<td>-</td>
<td>-</td>
<td>-100.00%</td>
<td>(224,220)</td>
</tr>
<tr>
<td>Operating Reserves</td>
<td>161,398</td>
<td>122,090</td>
<td>142,510</td>
<td>-24.35%</td>
<td>(18,888)</td>
</tr>
<tr>
<td><strong>Total other financing sources</strong></td>
<td><strong>1,229,480</strong></td>
<td><strong>584,340</strong></td>
<td><strong>614,700</strong></td>
<td><strong>-52.47%</strong></td>
<td><strong>(614,780)</strong></td>
</tr>
<tr>
<td><strong>Total General Funds Revenues</strong></td>
<td><strong>8,030,216</strong></td>
<td><strong>6,835,585</strong></td>
<td><strong>6,867,585</strong></td>
<td><strong>-14.88%</strong></td>
<td><strong>(1,162,631)</strong></td>
</tr>
<tr>
<td>Road Maintenance</td>
<td>1,067,664</td>
<td>1,067,664</td>
<td>1,067,664</td>
<td>0.00%</td>
<td>0.00%</td>
</tr>
<tr>
<td>------------------</td>
<td>-----------</td>
<td>-----------</td>
<td>-----------</td>
<td>-------</td>
<td>-------</td>
</tr>
<tr>
<td>State Highway Maintenance funds carried forward from 2014</td>
<td>108,461</td>
<td>-</td>
<td>-</td>
<td>100.00%</td>
<td>(108,461)</td>
</tr>
<tr>
<td>GRAND TOTAL</td>
<td>9,206,341</td>
<td>7,903,249</td>
<td>7,935,249</td>
<td>-14.15%</td>
<td>(1,271,092)</td>
</tr>
<tr>
<td><strong>EXPENDITURES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating Expenses</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Government</td>
<td>614,883</td>
<td>616,742</td>
<td>616,742</td>
<td>0.30%</td>
<td>1,859</td>
</tr>
<tr>
<td>Treasurer</td>
<td>406,811</td>
<td>489,975</td>
<td>489,975</td>
<td>20.44%</td>
<td>83,164</td>
</tr>
<tr>
<td>Public Safety</td>
<td>2,383,548</td>
<td>2,416,105</td>
<td>2,416,105</td>
<td>1.37%</td>
<td>32,557</td>
</tr>
<tr>
<td>Planning, Engineering, &amp; Public Works</td>
<td>808,135</td>
<td>793,613</td>
<td>807,113</td>
<td>-1.80%</td>
<td>(1,022)</td>
</tr>
<tr>
<td>Public Buildings</td>
<td>160,386</td>
<td>162,550</td>
<td>162,550</td>
<td>1.35%</td>
<td>2,164</td>
</tr>
<tr>
<td>Community Development</td>
<td>1,660,477</td>
<td>319,949</td>
<td>319,949</td>
<td>-80.73%</td>
<td>(1,340,528)</td>
</tr>
<tr>
<td>Parks, Recreation, and Cultural</td>
<td>822,231</td>
<td>756,414</td>
<td>796,414</td>
<td>-3.14%</td>
<td>(25,817)</td>
</tr>
<tr>
<td>Debt Service</td>
<td>334,006</td>
<td>589,119</td>
<td>589,119</td>
<td>76.38%</td>
<td>255,113</td>
</tr>
<tr>
<td><strong>Total Operating Expenses</strong></td>
<td>7,190,477</td>
<td>6,184,467</td>
<td>6,197,967</td>
<td>14.17%</td>
<td>(992,510)</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Town Council</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>Treasurer</td>
<td>-</td>
<td>157,525</td>
<td>157,525</td>
<td>0.00%</td>
<td>157,525</td>
</tr>
<tr>
<td>Public Safety</td>
<td>175,386</td>
<td>176,393</td>
<td>176,393</td>
<td>0.57%</td>
<td>1,007</td>
</tr>
<tr>
<td>Planning, Engineering, &amp; Public Works</td>
<td>58,343</td>
<td>121,200</td>
<td>121,200</td>
<td>107.74%</td>
<td>62,857</td>
</tr>
<tr>
<td>Public Buildings</td>
<td>433,770</td>
<td>196,000</td>
<td>196,000</td>
<td>-54.81%</td>
<td>(237,770)</td>
</tr>
<tr>
<td>Parks, Recreation, &amp; Cultural</td>
<td>16,240</td>
<td>-</td>
<td>18,500</td>
<td>-100.00%</td>
<td>2,260</td>
</tr>
<tr>
<td>Community Development</td>
<td>156,000</td>
<td>-</td>
<td>-</td>
<td>-100.00%</td>
<td>(156,000)</td>
</tr>
<tr>
<td><strong>Total Capital Outlay</strong></td>
<td>839,739</td>
<td>651,118</td>
<td>669,618</td>
<td>-22.46%</td>
<td>(170,121)</td>
</tr>
<tr>
<td><strong>Total General Funds Expenses</strong></td>
<td>8,030,216</td>
<td>6,835,585</td>
<td>6,867,585</td>
<td>-14.88%</td>
<td>(1,162,631)</td>
</tr>
<tr>
<td><strong>Road Maintenance</strong></td>
<td>1,176,125</td>
<td>1,067,664</td>
<td>1,067,664</td>
<td>-9.22%</td>
<td>(108,461)</td>
</tr>
<tr>
<td>GRAND TOTAL</td>
<td>9,206,341</td>
<td>7,903,249</td>
<td>7,935,249</td>
<td>-14.15%</td>
<td>(1,271,092)</td>
</tr>
</tbody>
</table>
## 2015 Revised Budget - Water & Sewer

<table>
<thead>
<tr>
<th></th>
<th></th>
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<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Operating Revenue</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Charges for Services-Water</td>
<td>1,423,185</td>
<td>1,423,185</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>Charges for Services-Sewer</td>
<td>681,000</td>
<td>681,000</td>
<td>0.00%</td>
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</tr>
<tr>
<td>Water Debt Service Revenue</td>
<td>189,712</td>
<td>189,712</td>
<td>0.00%</td>
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</tr>
<tr>
<td>Sewer Compliance Revenue</td>
<td>496,000</td>
<td>496,000</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>Connection Fees-Water</td>
<td>16,500</td>
<td>16,500</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>Connection Fees-Sewer</td>
<td>39,500</td>
<td>39,500</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>Application Fees-Water</td>
<td>8,654</td>
<td>8,654</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>Miscellaneous-Water</td>
<td>1,000</td>
<td>1,000</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>Miscellaneous-Sewer</td>
<td>1,000</td>
<td>1,000</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Operating Revenue</strong></td>
<td>2,856,551</td>
<td>2,856,551</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Operating Expenses</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Water</td>
<td>1,310,900</td>
<td>1,374,642</td>
<td>4.86%</td>
<td>63,742</td>
</tr>
<tr>
<td>Sewer</td>
<td>575,033</td>
<td>639,162</td>
<td>11.15%</td>
<td>64,129</td>
</tr>
<tr>
<td><strong>Total Operating Expenses</strong></td>
<td>1,885,933</td>
<td>2,013,804</td>
<td>6.78%</td>
<td>127,871</td>
</tr>
<tr>
<td><strong>Operating Income Before Bad Debt, Depreciation and Amortization Expense</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>970,618</td>
<td>842,747</td>
<td>-13.17%</td>
<td>(127,871)</td>
</tr>
<tr>
<td><strong>Bad Debt Expense-Water</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Bad Debt Expense-Sewer</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Depreciation &amp; Amortization Exp-Water</strong></td>
<td>340,000</td>
<td>365,000</td>
<td>7.35%</td>
<td>25,000</td>
</tr>
<tr>
<td><strong>Depreciation &amp; Amortization Exp-Sewer</strong></td>
<td>470,000</td>
<td>380,000</td>
<td>-19.15%</td>
<td>(90,000)</td>
</tr>
<tr>
<td><strong>Total Bad Debt and Depreciation Expense</strong></td>
<td>810,000</td>
<td>745,000</td>
<td>-8.02%</td>
<td>(65,000)</td>
</tr>
<tr>
<td><strong>Operating Income (Loss)</strong></td>
<td>160,618</td>
<td>97,747</td>
<td>60.86%</td>
<td>(62,871)</td>
</tr>
<tr>
<td><strong>Nonoperating Revenue (Expenses)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Availability Fees-Water</td>
<td>68,000</td>
<td>68,000</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>Availability Fees-Sewer</td>
<td>103,000</td>
<td>103,000</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>Pro-Rata Share Fees-Water</td>
<td>10,400</td>
<td>-</td>
<td>100.00%</td>
<td>(10,400)</td>
</tr>
<tr>
<td>Pro-Rata Share Fees-Sewer</td>
<td>13,525</td>
<td>-</td>
<td>100.00%</td>
<td>(13,525)</td>
</tr>
<tr>
<td>Insurance Recoveries</td>
<td>4,996</td>
<td>-</td>
<td>100.00%</td>
<td>(4,996)</td>
</tr>
<tr>
<td>Well Nest Contribution</td>
<td>-</td>
<td>(70,000)</td>
<td>-</td>
<td>(70,000)</td>
</tr>
<tr>
<td>Interest Revenue-Water</td>
<td>7,240</td>
<td>6,800</td>
<td>-6.08%</td>
<td>(440)</td>
</tr>
</tbody>
</table>
Interest Revenue-Sewer 5,400
Interest Expense-Water (127,886)
Interest Expense-Sewer (29,231)
Total Nonoperating Revenue (Expenses) 55,444 59,616 7.52% 4,172
Income (Loss) Before Contributions 216,062 157,363 -27.17% (58,699)
Capital Contributions- Sewer 22,833 11,890 -47.93% (10,943)
Income (Loss) After Contributions 238,895 169,253 -29.15% (69,642)

**NOTES TO FINANCIAL**

1) Income loss is funded by prior year operating
2) Availability fees are moved to escrow funds construction and improvements
3) Pro-rata Share fees are moved to escrow funds construction and improvements motivated by
4) Water Debt Service revenues and Sewer escrow accounts and used to pay debt on sewer consent order.
5) Principal payments to be funded from income and debt service revenues for 2015 and 2016 are:
   Water Debt Service Principal 337,974 381,887 43,913
   Sewer Debt Service Principal 78,850 97,940 19,090
6) Total capital expenditures to be funded from income, loan funds, and escrow funds are:
   Water Capital expenses 173,321 734,264 560,943
   Sewer Capital expenses 363,559 389,071 25,512
APPROPRIATION RESOLUTION TO CARRY FORWARD AND RESTRICT FUNDS
APPROPRIATED IN FISCAL YEAR 2014-2015

WHEREAS, the Town Council, in its 2014-2015 appropriation resolution, appropriated funds for certain capital improvements and projects which have not been completed; and,

WHEREAS, funds for these capital improvements have been set aside by the Town Council to insure the completion of these capital improvements; and,

WHEREAS, the Town Council deems it necessary to set aside and restrict these funds appropriated in Fiscal Year 2014-2015 to make certain that appropriated funds are available and to segregate said funds from the general fund:

NOW, THEREFORE, BE IT RESOLVED that the following sums of money appropriated for Fiscal Year 2014-2015 and remaining unspent, or as much thereof as may be authorized by law, as may be needed or deemed necessary to defray all expenses and liabilities of the Town are hereby appropriated, set aside and restricted for the completion of certain capital improvement projects, as follows:

GENERAL FUND
Pinewood Heights Relocation Project $728,291
Police Evidence Building Improvements 80,000
Storage Building Improvements 46,000
$854,291

SEWER FUND
Sewer consent order compliance funds $22,000
Construction Standards Update 3,321
$25,321

WATER FUND
Water Line Replacement $110,000
Construction Standards Update 3,321
$113,321

HIGHWAY FUND
Construction Standards Update $3,321
$3,321
Adopted: July 7, 2015

T. Carter Williams, Mayor

Attest:

Lesley G. King, Clerk
APPROPRIATION RESOLUTION
FISCAL YEAR 2015-2016

WHEREAS, in order to provide for the operation of the government of the Town of Smithfield, the Town Council of the Town of Smithfield finds it necessary to appropriate the funds budgeted for fiscal year 2015-2016, beginning July 1, 2015:

NOW, THEREFORE, BE IT RESOLVED that the following sums of money, or as much thereof as may be authorized by law, as may be needed or deemed necessary to defray all expenses and liabilities of the Town are hereby appropriated for the corporate purposes and objects of the Town as hereinbelow specified for the fiscal year commencing on the 1st day of July, 2015, and ending on the 30th day of June, 2016:

A. From General Corporate Taxes and Revenue:

   Operating expenses:
   For general government $616,742
   For treasurer 489,975
   For public safety 2,416,105
   For planning, engineering & public works 807,113
   For public buildings 162,550
   For community development 319,949
   For parks, recreation & cultural 796,414
   For debt service 589,119

   Total $6,197,967

   Capital outlay:
   For Treasurer $157,525
   For public safety 176,393
   For planning, engineering & public works 121,200
   For public buildings 196,000
   For parks, recreational & cultural 18,500
   For road maintenance 1,067,664

   Total $1,737,282

   GRAND TOTAL $7,935,249

   Appropriated for the foregoing expenses from the following sources:

   Taxes:
   Real Estate $1,707,275
   Personal Property 889,900
   Penalties & interest 42,045
   Franchise 149,000
<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sales</td>
<td>300,000</td>
</tr>
<tr>
<td>Utility</td>
<td>193,600</td>
</tr>
<tr>
<td>Meals-4%</td>
<td>915,000</td>
</tr>
<tr>
<td>Meals-2%</td>
<td>457,500</td>
</tr>
<tr>
<td>Cigarette</td>
<td>130,000</td>
</tr>
<tr>
<td>Transient Occupancy</td>
<td>170,000</td>
</tr>
<tr>
<td>Short term rental</td>
<td>3,230</td>
</tr>
<tr>
<td>Rolling stock</td>
<td>23</td>
</tr>
<tr>
<td>Consumption</td>
<td>46,000</td>
</tr>
<tr>
<td>Communications</td>
<td>237,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$5,240,573</strong></td>
</tr>
</tbody>
</table>

**Licenses:**

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Privilege licenses</td>
<td>344,900</td>
</tr>
<tr>
<td>Permits</td>
<td>24,900</td>
</tr>
<tr>
<td>Motor vehicles</td>
<td>146,200</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$516,000</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fines</td>
<td>70,000</td>
</tr>
<tr>
<td>Revenue from use of money and property</td>
<td>221,667</td>
</tr>
<tr>
<td>Other revenue</td>
<td>6,000</td>
</tr>
<tr>
<td>Revenue from Commonwealth of Virginia</td>
<td>196,395</td>
</tr>
<tr>
<td>Revenue from Federal Government</td>
<td>2,250</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$496,312</strong></td>
</tr>
</tbody>
</table>

**Other Financing Sources:**

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contributions</td>
<td>22,190</td>
</tr>
<tr>
<td>Line of credit proceeds</td>
<td>450,000</td>
</tr>
<tr>
<td>Operating reserves</td>
<td>142,510</td>
</tr>
<tr>
<td>Road maintenance</td>
<td>1,067,664</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$1,682,364</strong></td>
</tr>
</tbody>
</table>

**Grand Total**  | **$7,935,249**
B. From Water and Sewer Revenues

For water operating expenses $1,374,642
For sewer operating expenses 639,162
For depreciation & amortization expense- water 365,000
For depreciation & amortization expense- sewer 380,000
For interest expense – water 42,583
For interest expense – sewer 10,101
For well nest contribution 70,000

Total $2,881,488

Reserves
To Water Reserves (138,374)
From Sewer Reserves 307,627

Total $169,253

Grand Total $3,050,741

Appropriated for the foregoing expenses from the following sources:

Operating revenue:
Charges for services-water 1,423,185
Charges for services-sewer 681,000
Water Debt Service Revenue 189,712
Sewer Compliance Revenue 496,000
Connection fees-water 16,500
Connection fees-sewer 39,500
Application fees-water 8,654
Miscellaneous – water 1,000
Miscellaneous – sewer 1,000

Total $2,856,551

Non-operating revenue (expenses)
Availability fees-water 68,000
Availability fees-sewer 103,000
Interest revenue-water 6,800
Interest revenue-sewer 4,500
Contribution – capital 11,890

Total $194,190

Grand Total $3,050,741
SUMMARY

Appropriated from general corporate taxes and revenue $7,935,249
Appropriated from water and sewer revenues & reserves $3,050,741

TOTAL: $10,985,990

These appropriations shall be effective as of July 1, 2015.

Adopted: July 7, 2015

T. Carter Williams, Mayor

Attest:

Lesley G. King, Clerk
SMITHFIELD CENTER REPORT
Exhibit A: Revenue Comparison of Smithfield Center & Outdoor Venues 2011-2015

Exhibit B: Comparison of Revenue Totals of Smithfield Center & Outdoor Venues by month from 2013-2015

- The average revenue per month was around $14,000.
Exhibit C: Comparison of Total Number of Events 2013-2015

The numbers include Special Events at sites other than the Smithfield Center. Example: Olden Days in Downtown Smithfield

Exhibit D: Weddings Per Year
Comparison 2013-2015
includes ceremonies, receptions at the Smithfield Center, Windsor Castle Park and Clontz Park.

Exhibit E: Resident versus Nonresident
The Smithfield Center and Outdoor Venues and Parks have 2 rates
Resident Rate for Isle of Wight County Residents &
Standard Rate for those that live outside of Isle of Wight County. Below are some of the cities where our non-resident clients hail from:

- Chesapeake
- Hampton
- Newport News
- Richmond
- Suffolk
- Virginia Beach
- Williamsburg
Exhibit E: Kayak Rentals at Windsor Castle Park

Exhibit F: Eco Counter Data from Windsor Castle Park

<table>
<thead>
<tr>
<th>Total Traffic for the Eco Counter at the Main Parking Entrance January - December 2015</th>
<th>95,975</th>
</tr>
</thead>
<tbody>
<tr>
<td>Daily Average</td>
<td>266</td>
</tr>
<tr>
<td>Busiest Day of the Week</td>
<td>Sunday</td>
</tr>
<tr>
<td>Busiest Days for 2015</td>
<td></td>
</tr>
<tr>
<td>Wednesday, October 21st</td>
<td>2114</td>
</tr>
<tr>
<td>Wednesday, September 23rd</td>
<td>(Cross Country Meet)</td>
</tr>
<tr>
<td>Sunday, March 8th</td>
<td>1094</td>
</tr>
<tr>
<td></td>
<td>(Cross Country Meet)</td>
</tr>
<tr>
<td></td>
<td>1066</td>
</tr>
</tbody>
</table>
Capital Improvement Projects for 2016 and beyond

Smithfield Center
- Renovate bathrooms
- Build a coat closet
- Expand service entrance to increase storage of Smithfield Center items and client items, also provide a dry space for service vehicles to unload when there is inclement weather

Windsor Castle Park
- Install public restroom facility that also serves as a garage for public works equipment and office for events at the park
- Install 3-sided kiosks at each entrance – Mason Street, Smithfield Station, Kayak Launch and Main Parking where items such as park rules, upcoming events and public notices could be posted
- Restoration of Manor House and Outbuildings
SMITHFIELD / ISLE OF WIGHT (TOURISM) REPORT
Smithfield & Isle of Wight Tourism
Annual Activity Report – 2015

Tourism Group Tours Hosted:
34 Tours/500 people
723 Hospitality Bags delivered

Special Events Coordinated/Supported:
Smithfield Farmer’s Market-(62,000/season)

January:
BOB Fest (SOLD OUT! 1,500)

February:
Chamber Mardi-Gras Run for the Beads (250)
3rd Annual Restaurant Week (17 participating restaurants/
697 response cards returned)

April:
Hope, Hams, History & Hospitality Bike Tour (900)
Home School Day (350)
Smithfield Wine and Brew Fest (SOLD OUT 3,000)

May:
Hospitality Hero Event (100)
Main Street Mustang Show (2,000)
Windsor Castle Park Anniversary Events ($17,000 raised at gala)

June:
Olden Days Weekend Festival which included:
The Pagan River Raft Race, concerts, craft show, food court, antique and
classic car show, Children’s parade, Vintage Alley. (8,500)

August:
Courthouse of 1750 Re-Dedication Event (250)

September:
IOW County Fair (29,337)
Smithfield Music Presents the Mike Aiken Americana Music Festival (600)

October:
Smithfield Bacon, Bourbon & Beach Music Fest
(canceled due to weather…still able to pay out due to event insurance)
Town & Country Day. (3,000)
Halloween (2,000)
Chamber Century Bike Tour (250)

**November:**
- Vintage Market (8,000)

**December:**
- Smithfield Evening Farm & Craft Market (20,000)
- Christmas in Smithfield (2,000)
- Smithfield Christmas Parade (7,000)

Weekly Event Calendar Distribution to Tourism Stakeholders and public WEEKLY!

**Flyer for the Vintage Market**

**Smithfield Olden Days Festival**
Organizations Smithfield & Isle of Wight Tourism belong to:

**Smithfield 2020**
- Smithfield Historic District Economic Development & Revitalization Projects (ongoing)

**VACVB-Virginia Association of CVB’s**
- Director is Past President for 2010/2011
- Director currently serves as Chair of Conventions

**VTC-Virginia Travel Corp.**
- Serve as VA Film Office Liaison
- Conduit for travel writers to our area
- Blitz opportunities at state welcome centers
- Utilization of VTC research
- Customer Service Training
- Attendance at Help Desk opportunities
- Grant opportunities

Participation in:
- Website
- Co-op marketing opportunities
- Trade shows
- Travel Guide

**Regional Visitor Center Managers Group** - Member

**VRLTA-Virginia Restaurant, Lodging & Travel Association** – Member
(formerly VHTA)

**Coastal Virginia Tourism Alliance-CVTA** - Member
- Director is 2015/2016 Vice President for CVTA
- Support regional CVB Tourism efforts
- National Tourism Week
- Regional website and marketing efforts

**Virginia Motor Coach Association**

**Pennsylvania Bus Association**

**Isle of Wight County Fair Committee**
- Staff Support for all Fair marketing

**Isle of Wight County Wellness Committee**

**Smithfield Special Event Committee**

**Isle of Wight-Smithfield-Windsor Chamber of Commerce**
- Director serves as the Facilitator for the Chamber Youth Leadership Program 2015/2016

**Smithfield Foods**
- Brochures distributed by Smithfield Foods in mail orders to Mid-Atlantic and North East United States.
- Web site link from Smithfield Foods sites
- Consideration of Public/Private partnerships for the future.

**Boards Served On:**

**VACVB**
- Director is Past President 2011/2012
- Director is Chair of Conventions
- New Directions Task Force

**CVTA (Southeast Virginia Tourism Alliance)**
- Director is Vice President 2014/2015
- Digital Marketing Content Committee

**Smithfield 2020**
- Director is on Executive Committee in charge of Promotion

**Smithfield VA Events**
Smithfield Special Events Committee
Historic Saint Luke’s Church
Historic Smithfield
Windsor Castle Park Gala Committee

Guest Speaker For:
The County Beat Cable Show
   Permanent guest for every show to promote upcoming events and tourism activities.
Smithfield Today Cable Show
The Virginia General Assembly Tourism Caucus
WLQM-event specific.
Carrollton Rotary Club
Smithfield Rotary
VACVB Winter Quarterly Meeting (hosted here)

Trade Shows Attended:
VACo Annual Meeting Trade Show
Virginia Beach Boat Show
Smithfield Center Special Occasions Show
VOW Bridal Shows (Hampton & Virginia Beach)
Richmond Bridal Show
Chamber Meet the Isle Trade Show
Welcome Booth at IOW County Fair
Welcome Booth at all Smithfield VA Events, events

Smithfield VA Events holds 3 events each year at Windsor Castle Park
Meetings/Conventions Attended:

- VA-1 Summit on Tourism- Richmond, VA. - served on Planning Committee
- VACo Annual Meeting 2015
- VACVB Quarterly Meetings
- VTC/VHTA Summit-Norfolk
- Christopher Newport University – judged Marketing Student Year-End Projects

Blitzes:

- Williamsburg-monthly (all materials created in-house)
- Norfolk Airport-National Tourism Week
- Newport News/Williamsburg Airport
- East Coast Gateway Welcome Center
- AAA Sales Blitz with Virginia Association of Convention & Visitor Bureaus - during the American Bus Association Marketplace (Louisville), and the National Tour Association Meeting (Atlanta) – sent profile sheets and swag

Training:

- VACVB Quarterly Meetings
- VA-1 Summit-Richmond
- Town of Smithfield Training Day
- Smithfield Supervisors Training (March)
- “15 Methods for optimizing your Facebook ads”-online seminar
- VHTA Commonwealth Hospitality Forum-Williamsburg
- All required IOW County training
- January 14, 2015 - VTC Visitor Center Manager Meeting/Training
- January 29, 2015 - Health Fair
- February 24, 2015 - Lunch and Learn - Exercise at your desk
- February 6, 2015 - Driving Tourism Through Special Events
- March 5, 2015 - Healthy Choices, Nutrition, Education
- March 10, 2015 – P-Card Training
- March 17, 2015 - Tornado Drill
- April, 2015 – Effects of Sugar and Sugar Free Options
- April, 2015 – Walk at Work
- May 27, 2015 – Health Fair
- May, 2015 – Meeting Financial Challenges
- June 2, 2015 – Lunch and Learn
- July 21, 2015 - Office Ergonomics Training
- July 9, 2015 – Work Place Violence Training
- September 8, 2015 – AED Training
- October 14, 2015 – Defensive Driving Training
- October 15, 2015 - Earthquake Safety Drill
- November 17, 2015 – Safety Training for the Holidays
- December 16, 2015 – Accident Report Training

Publications/ads:

- Travel Host
- Williamsburg Magazine - Co-op ad with merchants (11 months)
- Veer Magazine (Aiken Fest)
- American Rhythm Magazine (Aiken Fest)
- Smithfield Times (Tourism Special Events, Aikenfest, SVAE events)
- Virginian Pilot (Olden Days Ads)
- Slice of Smithfield – create ads for town & tourism
Williamsburg/Jamestown/Yorktown Visitor Guide (ad and editorial)
Virginia Travel Guide ad
Virginia Travel Guide ad – Bridal section
Virginia Municipal League
Virginia Living Magazine: co-op with Virginia Tourism Corporation
Recreation News ad
Town of Smithfield Newsletter
Williamsburg Map
Chamber of Commerce Community Guide & Business Directory – ad for town
Historic Garden Week program ad
Daily Press Town Square
Virginian Pilot Suffolk Sun, Your Corner, Sunday Clipper, Beacon
Tidewater News
Windsor Weekly
Coastal Virginia Magazine

GENU-SHINE
Genuine Smithfield Sparkles for the Season!

Whether it’s a historic home tour, an antiques show, our popular evening market, an inspiring concert, or our fabulous old-fashioned Christmas parade, you’ve sure to find something festive happening in Smithfield and Isle of Wight County throughout the entire holiday season.

“Gilded Art” Show at the Arts Center @ 319
Through December 31, 319 Main Street, 757.357.7707

“An Evening with St. Nick” at Isle of Wight Museum
Friday, December 4, 5:30 – 7:30 pm, 103 Main Street, Registration 757.356.1223

Smithfield Farmers Market
“Christmas Craft and Food Market”
Saturday, December 5, 9:00 am – 1:00 pm
Bank of Southwest Virginia, 115 Main Street, 757.357.3030

Christmas in Smithfield Antiques Show & Home Tours
Saturday, December 5 & 6, Antiques Show at the Smithfield Center, 220 Church Street, Hotel Packages available.
Discount & Ticket: ChristmasSmithfield.com

“Sing Us Now of Christmas” Concert
Sunday, December 6, 6:00 pm, Trinity United Methodist, 201 Church Street, ChristmasSmithfield.com

“Victorian Traditions” presented by the Dixie Belles,
card signing by author, Daris Brock Gidwitz
at the Museum on Main Ball & Breakfast
December 3 & 6, 3rd Main Street, 757.357.0805

Military Holiday Concert by the Fleet Forces Band
Thursday, December 10, 7:00 pm, at the Smithfield Center, 220 North Church Street

Third Annual Smithfield Evening Christmas Market
Friday, Dec. 11, 6:00 – 9:00 pm, Main Street, 757.357.3031

“Junior Elf Contest” at Smithfield Little Theatre
Saturday, December 12, 8:00 pm, Town Hall, 115 Main Street, 757.357.7707

Smithfield Farmers Market’s “Christmas Craft and Food Market”
Saturday, December 19, 9:00 am – 1:00 pm
Bank of Southwest Virginia, 115 Main Street, 757.357.3030

Luter Family YAMCA’s “Festival Of Trees”
Saturday, December 26, 12:00 – 6:00 pm
St. Helen’s Center, 239 North Church Street
Tickets: PeninsulaYAMCA.org/events.htm

Virginian Pilot Suffolk Sun, Your Corner, Sunday Clipper, Beacon
Tidewater News
Windsor Weekly
Coastal Virginia Magazine

Slice of Smithfield Ad – Winter 2015
Social Media/Digital Advertising/Website:

Redesigned (in-house) GenuineSmithfieldVA.com, VisitSmithfield.com, VisitSmithfieldVA.com
Update daily, 200 pages, docents and staff trained to make updates on website
January 1, 2015 – January 1, 2016: 63,091 sessions, 46,359 users, 171,562 pageviews

Facebook:
6,071 likes, daily posts, boosted posts/ads, live posts for events, staff trained and encouraged to post

Pinterest: maintain & create boards

Instagram: posts several times per week

Hamtown Charm blog
VisitSmithfieldVA blog
Googleplus: posts several times per week
LinkedIn: posts several times per week

YouTube Channel for Genuine Smithfield station
Produced in-house videos for YouTube and other social media
(digital holiday cards, photo showcases)

Virginia.org: Updated listings for Virginia Tourism Corporation website
VisitCOVA.com: Contribute content monthly, update information
Twitter: posts several times per week, live-tweets from events

IOWC Department of Emergency Services
created profile images for department for county website

Ham Cam: promotional materials, upload to YouTube, schedule speakers
Continue to sell space on Home Page: $100 per month x 3 merchants
Send out Smithfield Rocks email to list monthly

IOWC County Attorney’s Office: created FAX sheet and online form
Travel Virginia online ad and editorial
Pilot online

Public Relations/New Releases:

Daily Press blog post by Mike Holtzclaw on Ham Cam
WaterWay Guide listing
Williamsburg Magazine listing
Slice Magazine articles:
“Riddles” booklet, Bacon fest photos, biking page, Smithfield on the Move walking tour maps, kayak outfitters at Windsor Castle Park, Museum’s Guided Walking Tours

Hamptonroads.com travel article by Lorraine Eaton
Isle of Wight County Photos sent to Virginia Business for Hampton Roads
Statistical Digest
Norfolk International Airport Website: Images and listing
Recreation News article
Travel Host Hampton Roads – two articles
Williamsburg Magazine story on Christmas Store
“12 Perfectly Picturesque Small-Towns in Virginia” List on www.onlyinyourstate.com
News Release on Restaurant Week
Fort Boykin article on SuffolkNewsHerald.com
Power Points for Board of Supervisors meetings
USB Drives/materials sent to Society of American Travel Writers Conference
News Release for 2015 Hospitality Hero Contest
News Release for 2015 Pork-a-Razzi Photo Contest
Visitor Center sign image sent for TRIAD conference
Williamsburg Magazine story on Smithfield as Daytrip Destination
HR Scene – WAVY TV10’s website - Photo contest featured
101.7 Photo contest featured with Dan Preston
Press Release on Tourism Day honorees
Press Release on Olden Days
Williamsburg Magazine, Article with photos
WilliamsburgFamilies.com, events listed
Virginia Tourism Corporation’s email - Fort Boykin featured on “10 Places for a Historic Walk

Travel Writers/Bloggers/others hosted:
Hosted SATW (Society of American Travel Writers)
FAM Tour (10 travel writers)
Food Bloggers Tour (in conjunction with Smithfield Foods)
Reed Hellman, Recreation News
Hosted 3 timeshare workers from Diamond Resorts
Hosted Krystal and her husband from Powhatan Resort

Promotional Materials Produced:
Restaurant Rack Card: Updated
Restaurant Week promotional materials
Smithfield Farmers Market promotional materials
Isle of Wight County Fair promotional materials (awards received)
IOWC Parks and Recreation posters for events
Smithfield Vintage Markets promotional materials
Olden Days promotional materials
Coloring book: Updated
2016 Rack Brochure
Seven-Day Merchants brochure: Updated
Tourism Business cards
Tourism Notecard
Historic Garden Week promotional materials
Group Tour follow-up survey & itinerary template
Community Ambassadors certificates
Hospitality Heroes certificates
Tourism Day E-invitation
Lundeen brochure: Updated
Walking Tour Brochures: Revised
Rack Brochures for Merchants
Map for Christmas Parade: New Route
Outdoor Downtown Map for Town sign: Updated
Farmers Market Evening Market: promotional materials
Hospitality Bag Cards for lodgers
Town & Country: promotional materials
Christmas Parade: promotional materials
Boykin’s Tavern: Self-Guided Tour Brochure
“HAM” stickers
Van Wrap: Updated
Christmas in Smithfield: promotional materials
Revised Facts & Riddles booklet
Isle of Wight County Museum 2016 Guided Walking Tour – promotional materials
Farmers Market stickers
Guided Tour brochure
Hospitality Hero program: promotional and online materials
IWAlert brochure – updated
Isle of Wight County Museum programs: promotional materials
Fort Huger and Fort Boykin brochures – updated
“12 Can’t Miss” Rack Cards – updated
Windsor Castle Park Outfitters: promotional materials
“Trail Doctors” t-shirt design for Windsor Castle Park

Two rack cards that are popular with our visitors
IOW County Branding:
- Voices from the Isle card and power point presentation for Board of Supervisors meeting
- Financial Plan and Adopted Budget covers
- Flash Drives for county
- Business Cards, letterhead with town & county logos
- Emergency Services patch for uniforms and brochure
- Uploaded videos to Voices Youtube channel
- “Welcome to Isle of Wight County” banners
- Social Media inventory
- Voices from the Isle created website/email design and contact email lists
- Emergency Services Signage
- Templates, letterhead, forms, etc. for various county departments
- Voices from the Isle video storyboard concept for Chamber of Commerce breakfast program, centerpieces and takeaways
- Newcomers Guide
- Department of Parks and Recreation signage for parks
- “Button” designs for county website
- Department of Economic Development signage

Young visitors enjoy the new Blackwater River exhibit at the Isle of Wight Museum

Design Projects:
- Isle of Wight County Museum Blackwater River Exhibit
- Posters for new kiosks at the Visitor Center
  - (generates revenue $100 per year x 8 merchants)
- Isle of Wight County Museum Postcard Exhibit
- Isle of Wight County Museum outdoor banners
- Plaque for Randall Booth painting at County Courthouse building
- Isle of Wight County Museum Cold War Exhibit
- Finished re-brand/re-design (in-house) of front of Visitor Center
Highlights:

16,450 guests were greeted at the Visitor Center in 2015, a 2% increase compared to 2013.

The top five states for visitors to Smithfield, in ranked order:
Virginia, Pennsylvania, Maryland, North Carolina, New York.
These 5 states constituted 77% of all visitation.

50% were New Visitors and 45% were Return Visitors.

5% was unrecorded.

Smithfield is the #1 day trip destination for Williamsburg visitors who want to see a bit more of Virginia.

We welcomed visitors from 48 states and the District of Columbia (no visitors from Wyoming or North Dakota).

Canada, the UK and France were the top 3 home countries for our foreign visitors.

Created and implemented the IOW County VOICES FROM THE ISLE communication and public relations initiative. Newcomers Guide completed. Chamber State of the County Breakfast and Voices from the Isle project forwarded.

Began “HAM CAM” live video stream minute to promote upcoming events live on the HAM CAM installed at the Isle of Wight Museum. HAM CAM Minute is every Thursday at 12:05 p.m. Promote events, announce Retail Therapy Winners, interview guests and promote tourism initiatives!

Continued Smithfield Hambassador Customer Service Training Program for Tourism Stakeholders including FAM Tour and online training.

Continued Smithfield ROCKS program for highlighting Tourism Stakeholders throughout the year on social media monthly.

Created and implemented “Foodie Detective” and “Retail Therapy” Programs - online games to promote merchants and restaurants.

Completed “Experiential Photography” project with professional photographers.

Installed “people counter” at the new Public Restroom to capture data.

Worked with VDOT for improved signage to Smithfield & Isle of Wight County in Surry (route from Ferry).

Completed Digital Billboard and Facebook contest project.

2015 Pork-a-Razzi Photo Contest netted additional promotional product.

Isle of Wight Farm Tour Brochure and Signage Design.

Visitor Center continued as a VIRGINIA GREEN accredited Center.

Continued the Community Ambassador Program to encourage and reward local citizens and groups that bring meetings and events to our local stakeholders to support immediate economic development.

Hospitality Hero program continued to reward and recognize front line hospitality employees in Smithfield & Isle of Wight. Ceremony held to congratulate Hospitality Heroes, Community (H)ambassadors and Photo Contest winners. Donna Nurney from Smithfield Station was the HH of the Year! Calvin Kelly from the Smithfield Center was the HH People’s Choice! Ron Pack won a special “Leader of the Pack” award for Tourism.

2015 The Vacation Channel continued airing a segment on all of the Hampton Roads/Coastal Virginia destinations including Smithfield & Isle of Wight - is seen in over 7,000 hotel rooms in Hampton Roads.

Continued as part of the Planning Team for the Consolidated Tourism Annual VA-1 Meeting with VTC, VHTA, VACVB.

Continued success of the Smithfield Farmer’s Market. Raised more money, attracted more vendors, held more markets than ever before!
2015 Hospitality Heroes were recognized at our National Tourism Month Celebration

2015 Accolades & Awards:

TripAdvisor Award of Excellence –
Smithfield & Isle of Wight Visitor Center

VA LIVING MAGAZINE - Smithfield Farmers Market - GOLD

ONLY IN YOUR STATE.COM
Smithfield Gourmet Bakery –
one of the TOP 10 Places to Get HAM in VIRGINIA

Top 12 Perfectly Picturesque Towns in VIRGINIA
Smithfield in Isle of Wight County – 13 Happiest Cities in VIRGINIA
Top 15 Safest and Most Peaceful Places to Live in VIRGINIA
Top 13 Small Towns in VIRGINIA that have
the Most Amazing Restaurants

Smithfield Station - Top 15 Restaurants in VIRGINIA
with Jaw Dropping Views While you Eat

COASTAL VIRGINIA MAGAZINE BEST OF…
Isle of Wight Academy –
Silver Award Winner Best Of overall category- Best Private School

Smithfield Ice Cream Parlor - Southside Bronze Winner
Best Ice Cream/Frozen Treats

Smithfield Station - Southside Gold - Best Banquet and Event Hall

Smithfield Gourmet Bakery - Southside Bronze - Best Bakery

Anne of Smithfield - Southside Bronze - Best Women’s Wear

Bon Vivant Wine and Brew - Bronze Award Winner in the
Best Of Overall category - Best Wine and Beer Shop

Cypress Creek - Southside Gold - Best Golf Course

Smithfield Wine and Brew Fest - Southside Gold - Best Outdoor Festival

Windsor Castle Park - Southside Gold - Best Place to Hike/Walk

Windsor Castle Park - Southside Gold - Best Place to Picnic

Smithfield Farmer’s Market - Gold Award Winner
Best Farmers Market overall!

Smithfield - Southside Bronze - Best Family Friendly Attraction

Smithfield - Southside Silver - Favorite Place to take out-of-towners
Smithfield Gardens - Southside Silver - Best Garden Center
Bristow’s Landscaping - Southside Silver - Best Landscaping Company
Smithfield Arts Center - Southside Bronze - Best Art Gallery
Smithfield Olden Days Festival - Southside Bronze - Best Gala/event
Smithfield Little Theater - Southside Gold - Best Performing Arts Center

It’s a party every Saturday morning at the award-winning Smithfield Farmers Market!

Major marketing initiatives upcoming in 2015:

Work with Isle of Wight Parks & Rec on creating and managing a major Summer Concert Series at the County Fairgrounds.

Historic Garden Week Tour April 2016 in Isle of Wight County.
Create and implement a BURLAP TRAIL in conjunction with neighboring localities featuring HAM, PEANUTS and all thing rural! Apply for VTC grant and start promoting!

Forward work on the Beaches to Bluegrass Trail.
Work with the Isle of Wight Museum on their 40th Anniversary Celebration.
Will be featured in the Virginia Tourism Corporation’s August Digital Newsletter.

Marketing Research Project
Continue major marketing morph to digital (20%); Collateral (20%); Advertising (30%); Product Development (12%); Public Relations (15%); and Trade Show (3%).
Continue to assist Smithfield VA Events to maintain and promote 3 large annual events—Smithfield Wine & Brew Fest in April, the Genuine Smithfield Bacon, Bourbon and Beach Music Fest in September and BOB Fest (Oyster Fest!) in January. SVAE has raised over $350,000 for local charities and organizations in the past 5 years.

Continue to saturate the Williamsburg market, especially timeshares and locals.

Continue to explore inexpensive ways to market regionally in the Hampton Roads/Coastal Virginia area through CVTA & social media.

Continue to explore inexpensive ways to market regionally in the larger Mid-Atlantic region, including the D.C. area, Richmond, Pennsylvania and parts of North Carolina.

Continue to position Smfd/IOW as a popular Destination Wedding location

Work to increase visitation by travel writers and bloggers.

Continue to find editorial opportunities for our destination’s attractions and events.

Focus on Tours, Group Business and expanding Smithfield and IOW as an overnight destination

Continue Tourism Community Ambassador Program to work with community leaders to bring groups that they belong to (either business, government, fraternal or social) To Smithfield and IOW to support the hotels and meeting destinations.

Continue to promote recreational trails (by land and sea!) bikes and canoes and kayaks.

Become certified by the Virginia VACVB CVB Certification Program

Continue to grow successful Smithfield & Isle of Wight Restaurant Week Program - consider expanding to 2 X per year.

Continue to manage and support Smithfield Farmer’s Market, the Smithfield Farmer’s Market Evening Market and the Smithfield Vintage Market Show and Sale

The CAP Program encourages residents to bring their meetings and conventions to Smithfield & Isle of Wight County.
SMITHFIELD PLANNING, ENGINEERING & PUBLIC WORKS REPORT
Town of Smithfield

Planning
Engineering &
Public Works

2015 Annual Report
Staff Members

Wayne Griffin – Town Engineer
Sonja Eubank – Office/Accreditation Manager
Kathy Bew-Jones – Secretary
William Saunders – Planning and Zoning Administrator
Joseph Reish – Planning Technician/Code Enforcement
Jessie Snead – Superintendent
Josiah Jendrey – Compliance Inspector
Jack Reed – Plant Manager
Dale Wall – Waterworks Operator
Jamie Poindexter – Waterworks Operator Trainee
Darryle Warren – Maintenance Supervisor
Jeff Smith – Maintenance Supervisor
Jeff Landrus – Mechanic
Jacob Hodge – Mechanic
Ernest Motley – Maintenance Technician
Stephen Duck – Maintenance Technician
Robert Archer – Maintenance Technician Helper
Lee Carr – Maintenance Technician Helper
Jeffrey Clayton – Maintenance Technician Helper
James Batten – Crew Leader
Sterling White – Laborer
Private Warren – Laborer
Josh Luter – Grounds Maintenance Specialist

Staff Certifications/Licenses

- Sonja Eubank and Josiah Jendrey received the Virginia Contracting Association certification through the Virginia Institute of Procurement.
- Joseph Reish obtained the Department of Environmental Quality Erosion & Sediment Control Inspector certification.
- William Saunders obtained the Department of Environmental Quality Erosion & Sediment Control Combined Administrator certification.
Planning and Zoning Department

Planning Commission

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January 13, 2015 meeting
- No Meeting Held

January 20, 2015 work session

February 10, 2015 meeting
1. Election of Officers – Bill Davidson, Chair; Julia Hillegass, Vice-Chair.

March 10, 2015 meeting

April 14, 2015 meeting

May 12, 2015 meeting
1. ***Public Hearing*** Comprehensive Plan Amendment – Growth Area Map Review – Town of Smithfield, applicant – Approval recommended to Town Council.
June 9, 2015 meeting

July 14, 2015 meeting
• No Meeting Held

August 11, 2015 meeting
2. ***Public Hearing*** Rezoning Review – Cary & Main (Pierceville) Subdivision – William G. Darden, Hearndon MC Builders, LLC, applicants - Denial recommended to Town Council.

September 8, 2015 meeting

October 13, 2015 meeting
1. ***Public Hearing*** Special Sign Exception Review - 921 South Church Street – Lauren Babb, Footnotes Dance Studio, applicants – Approved with conditions.
2. ***Public Hearing*** Special Sign Exception Review - 1402A South Church Street – Debbie Mason, Mason Martial Arts Academy, applicants – Approved with conditions.
3. Zoning Ordinance Review – Flood Plain Overlay District and Definitions – Town of Smithfield, applicant - Voted to hold a public hearing at the November meeting.

November 10, 2015 meeting
1. ***Public Hearing*** Zoning Ordinance Review – Flood Plain Overlay District (FP-O, Article 3.O) and Definitions (Article 13) – Town of Smithfield, applicant – Approval recommended to Town Council.

December 8, 2015 meeting
• No Meeting Held

Board of Zoning Appeals

<table>
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<tr>
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January 20, 2015 meeting
• No Meeting Held.

February 17, 2015 meeting
• No Meeting Held
March 17, 2015 meeting
- No Meeting Held

April 21, 2015 meeting
- No Meeting Held

May 19, 2015 meeting
- No Meeting Held

June 16, 2015 meeting
- No Meeting Held

July 21, 2015 meeting

August 18, 2015 meeting
- No Meeting Held

September 15, 2015 meeting
- No Meeting Held

October 20, 2015 meeting
- No Meeting Held

November 17, 2015 meeting
- No Meeting Held

December 15, 2015 meeting
- No Meeting Held

Board of Historic and Architectural Review

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<td>Window Change</td>
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<tr>
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<td>20</td>
<td>19</td>
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January 20, 2015 meeting
1. Election of Officers – Roger Ealy, Chair; Trey Gwaltney, Vice-Chair.

February 17, 2015 meeting
• No Meeting Held

March 17, 2015 meeting
• No Meeting Held

April 21, 2015 meeting
1. Proposed Off Site Signs – Main Street – Rick Bodson, Smithfield 2020, applicants - Approved.

May 19, 2015 meeting
• No Meeting Held

June 16, 2015 meeting

July 21, 2015 meeting
1. Proposed Sign – 121 N. Church St. – Non-Contributing – Jullian & Carolyn Ricks, Church of Destiny, applicants – Approved.

August 18, 2015 meeting
• No Meeting Held

September 15, 2015 meeting

October 20, 2015 meeting
2. Rezoning Review – Cary & Main (Pierceville) Project – William G. Darden, Hearndon MC Builders, LLC, applicants – Voted that the proposed housing plans were appropriate with the guidelines.

November 17, 2015 meeting

December 15, 2015 meeting

Zoning Permits
January 1, 2015 – December 31, 2015

<table>
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<tr>
<th>Category</th>
<th># of Permits</th>
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<tbody>
<tr>
<td>Single Family Residences</td>
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<td>Commercial Buildings</td>
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<td>Demolition</td>
<td>8</td>
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<tr>
<td>Accessory Structures (i.e. sheds, garages, carports)</td>
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<tr>
<td>Fences, Walls</td>
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<td>Water Dependant Structures (i.e. piers, docks)</td>
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<tr>
<td>Signs</td>
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<tr>
<td>Pools</td>
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<td>Additions</td>
<td>6</td>
</tr>
<tr>
<td>Decks, Porches, Patios</td>
<td>14</td>
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<tr>
<td>Others</td>
<td>8</td>
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<tr>
<td>TOTAL # of Structures Permitted</td>
<td>131*</td>
</tr>
<tr>
<td>TOTAL # of Zoning Permits Issued</td>
<td>120*</td>
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* The numbers vary because some permits were issued for more than one item.

Zoning Violations
January 1, 2015 – December 31, 2015

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<tr>
<th>VIOLATION</th>
<th># of violations</th>
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<tr>
<td>Inoperable Vehicles</td>
<td>22</td>
</tr>
<tr>
<td>Boats / RVs</td>
<td>2</td>
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<tr>
<td>Excessive Vegetation</td>
<td>29</td>
</tr>
<tr>
<td>Trash &amp; Debris</td>
<td>18</td>
</tr>
<tr>
<td>Permits</td>
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<tr>
<td>Historic Dist. Violations</td>
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<td>Septic Tank Program</td>
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<tr>
<td>Others*</td>
<td>4</td>
</tr>
<tr>
<td>TOTAL</td>
<td>88</td>
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*Zoning Violations list does not include the 53 unauthorized signs removed from Town right of way by Planning Department staff in 2015.
Several projects continued to be monitored for their construction practices along with their erosion and sedimentation controls compliance. The particular projects were Harvest Fellowship Baptist Mission, IOW Christian Outreach Center, and the Cypress Creek Parkway extension.

We have performed numerous repairs, large & small, to drainage structures, ditches and pipe systems involving the storm sewers throughout the Town. Areas that we were involved in were, Murifield, Battery Park Road, Smithfield Boulevard, Canteberry Lane, Hunters Way, Carver Avenue, Faye Drive, Pinewood Drive, North Mason Street, Middle Street, Quail Street, Heptinstall Avenue, Manchester Court, New Castle Way and Keswick Place. We continued the ditch cleaning schedule within the Town that includes 45 plus storm water outfall ditches.

For this year the following streets were overlayed with a minimum 2 inch IM-2 mix; Battery Park Road from John Rolfe Drive to Stratford Lane and Ridgeland Drive from Jefferson Drive to Pagan Road. There have been, though, many pavement patch repairs performed throughout the Town. Some of the streets involved were Gleneagles, Canteberry Lane, Wildwood Circle, Middle Street, Windsor Avenue, Cedar Street, North Mason Street, Pinewood Drive, Jamestown Avenue, Carver Avenue, Jordan Drive and Beale Avenue. Several sidewalk and curb repairs were completed; the areas were Grace Street, Bishops Reach, Croatan Court, Grandville Arch and Dover Court.
With regards to the Storm Water Management program, and while working in conjunction with Isle of Wight County and coordinating with their Stormwater permit requirements, we continue to utilized the Town’s Newsletter by having a section on methods of properly landscaping residences or business sites, and also pool maintenance, disposal of pool water along with use of chemicals. Various types of storm water related literature can also be found in the lobby area of Townhall. In conjunction with the ongoing Memorandum of Agreement between the Town and Isle of Wight County in regards to the responsibility of Erosion & Sedimentation controls inspections, the Town has performed numerous inspections on single family dwelling sites. As required by the State we are maintaining our Erosion & Sedimentation control certifications.

There has been an active participation with the Public Works Department involving their nationwide accreditation specifically in regards to project and contract administration along with roadway traffic controls.

Pavement/Patching on North Mason Street

[Images of Pavement/Patching on North Mason Street]

Smithfield Lake Dam – Primary Outfall Repair

[Images of Smithfield Lake Dam – Primary Outfall Repair]
Public Works

January 2015 – Staff worked BOB Fest. Completed annual manhole inspections, right of way maintenance on sewer force mains and air release valve inspections. RO Plant staff greased well pumps 8A, 10; high service pumps 610, 620; and concentrate pumps 860 and 870.

February 2015 – Staff completed audit on Virginia Power invoices. Cleaned Morris Creek pump station sewer basin lines, REW installed new antennae’s at Riverside and Jordan pump stations. Plant staff installed bacteriological monitoring station at 208 West St. Plant operators repaired leak on 2nd stage permeate header.

March 2015 – Participated in Chamber Days Trade Show. Staff received recognition from the American Public Works Association for achieving full accreditation. All supervisors attended supervisor training. Lewis Construction installed sewer lateral on Carver Avenue. HRSD inspected RO Plant and found everything to be in order.

April 2015 – Staff worked Wine and Brew Fest. Completed pump inspections at all stations. Repaired bad valve on Rising Star force main. RO Plant staff attended HRSD awards lunch where they received their 3rd consecutive gold award for perfect compliance. Plant staff changed the oil in all well pumps and high service pumps.

May 2015 – Staff worked Mustang Show and Windsor Castle Community Days. REW replaced flow meter at Morris Creek pump station. Replaced water blow off valve at 19217 Battery Park Road. Representatives from REM provided sample bearing vibration tests on high service pump and booster pump at RO Plant.

June 2015 – Staff worked Olden Days festival – set up informational tables for HRGreen, FOG and Recycling. Repaired major water leak on town side at Bradford Mews Apartments. Cleaned sewer main line at Golf Course pump station. RO Plant staff accepted Southeast Desalting Association award for their Outstanding Membrane Plant Award in recognition for exemplary membrane treatment plant performance.

July 2015 – All staff attended and participated in Emergency Tabletop Exercise training. Lewis Construction repaired sewer line and storm drain pipe. REW replaced faulty pressure switches on Church St. tank and well 8A that was damaged by lightning.

August 2015 – REW installed new flow and pressure gauge at Moonefield pump station. Water main repair at intersection of Peterson and Barcroft. Plant operators pulled disinfection byproduct samples for VDH.

September 2015 – Staff worked Bacon, Bourbon and Beach Fest. Sonja Eubank and Josiah Jendrey attended the APWA Expo in Phoenix, AZ to participate in ceremony for
first 100 agencies to achieve accreditation. Lewis Construction completed sewer lateral connection on South Mason St. REW installed flow meter at Pinewood pump station. Limed dog park. Repairs were made to lime feeder to include auger motor, electrical board, and breaker switch replacement at RO Plant.

October 2015 – Staff worked Town and Country Days and Downtown Trick or Treat. Received the Larry G Gordon Safety Award from AWWA for the Water Treatment Plant Safety Program. Relined Watson pump station. Installed water and sewer lines at O’Reillys Auto Parts. Pilot RO system was installed and put online to test new anti-scalant chemical.

November 2015 – Painted light poles and street sign poles in historical district. Water and sewer tested at O’Reillys Auto Parts. Samples were pulled by Jaime Weist and RO plant staff for further analysis of discharge water and well water quality. Reliability analyst from R.E.Mason tested the bearings of primary RO plant pumps and found them to be in good working order.

December 2015 – Safety Appreciation Luncheon. Staff worked Downtown Christmas Parade and Evening Farmer’s Market. Installed water main at 700 block of Main Street. Lewis Construction repaired water leak at Cypress Creek Bridge. Replaced boards on bridges at Windsor Castle Park. Pilot RO membranes were removed and sent to Avista headquarters for autopsy and analysis. New Waterworks Operator Jamie Poindexter started employment and began training on December 3rd.

*Riverside Convalescent Center – Water Line Tie-In*
FOG PROGRAM

We have 75 Food Service Establishments (FSE) within the Town that are all in compliance. Each FSE is visited once a quarter and they are required to provide documentation of cleaning frequency. HRGreen implemented a regional online certification program. Our ordinance requires that at least one employee from each FSE complete the certification. We are currently working with the FSE’s to get them onboard and through the training/certification program.

BACKFLOW PREVENTION PROGRAM

We are currently aware of 343 backflow prevention devices located within the Town. Each of these devices will have to be tested to ensure they are working correctly and will continue to be tested annually. Letters are mailed to residents and businesses
informing them of the need to have devices tested and to send copies of test reports to the town for tracking purposes.

**WINDSOR CASTLE PARK & PLAYGROUNDS**

Trail markers were installed around all trails within the park and along the bike path. A map will be provided to emergency services to assist in the location of lost/injured individuals along the trails. Additionally, monthly inspections are being conducted at the park and playgrounds to identify possible maintenance issues and improve public safety at these locations.

**SAFETY PROGRAM/TRAINING**


*Annual Confined Space Training*
SMITHFIELD
WATER CONSUMPTION
**Smithfield Water Consumption 2015**

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<th>Month</th>
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<td>Mar. 15</td>
<td>23,385,972</td>
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<td>Apr. 15</td>
<td>23,070,252</td>
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<tr>
<td>May. 15</td>
<td>27,843,572</td>
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<tr>
<td>Jun. 15</td>
<td>26,983,532</td>
</tr>
<tr>
<td>Jul. 15</td>
<td>29,437,067</td>
</tr>
<tr>
<td>Aug. 15</td>
<td>31,515,007</td>
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<td>Sep. 15</td>
<td>26,512,446</td>
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<tr>
<td>Oct. 15</td>
<td>26,497,252</td>
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<td>Nov. 15</td>
<td>22,478,844</td>
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<td>Dec. 15</td>
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**Daily Water Consumption**

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<td>Mar. 15</td>
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<td>899,451</td>
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<td>1,016,613</td>
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<td>Sep. 15</td>
<td>883,748</td>
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<td>Oct. 15</td>
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<tr>
<td>Nov. 15</td>
<td>749,295</td>
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<td>Dec. 15</td>
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**Smithfield Water Consumption 2015**

![Bar chart showing water consumption from January 15 to December 15, 2015 with Series 2 and Series 3 categories.](chart.png)
SMITHFIELD
POLICE DEPARTMENT
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2015 Message from the Chief

On behalf of the men and women of the Smithfield Police Department, it is my privilege to provide to you our annual report for calendar year 2015. These figures afford you an idea of the calls for service we receive, the types of crimes and offenses we investigate, and other services we provide as a full-service law enforcement agency.

Statistics and figures never tell the full story of the Smithfield Police Department or any other law enforcement agency. While as Chief, I aspire to keep the number of crimes committed as low as possible. However, regardless of one’s station in life, we simply cannot be in control of other’s misdeeds. What we as a police agency can do, is strive to create an environment where we are always available to our citizens to assist them in making their neighborhoods safer places to live and work. We are committed to that goal through our community policing initiatives.

As we enter 2016, our professionalism and efficiencies will be tangibly measured. Every four years, the Smithfield Police Department faces the intense scrutiny of the Virginia Law Enforcement Professional Standards Commission. In March, we will stand for re-accreditation. It is my goal that we pass this thorough examination with flying colors to demonstrate to all of our citizens that we are doing the best we possibly can to provide police services that are on the cutting edge of accepted police practices and in a fiscally responsible manner.

As I close, I would like to take this opportunity to thank the Town Council, Town Manager, our business partners and especially our citizens for their unceasing support. Without purpose, there can be no goal.

It is a privilege to protect and serve each and every one of you. If we can be of further service, do not hesitate to call or drop in.

Respectfully Submitted,

[Signature]

Colonel Steven G. Bowman
Chief of Police
Mission Statement

The mission of this Department is to provide the Commonwealth of Virginia and the Town of Smithfield a dynamic, responsive, professional police department that forms a partnership with the community in order to preserve law and order, achieve mutually beneficial goals and objectives, and provide security and safety services in the most efficient and effective manner.

Integrity  Accountability
Honesty  Trust
Customer Service  Positive Attitude
Community Service  Respect
Dedication  Commitment
Teamwork  Loyalty
Smithfield places # 9 in Virginia’s Safest Cities

When the “Virginia Review” claims a community is “without a doubt one of the prettiest towns in Virginia” there’s a good chance it has a lot to offer. That’s just what has been said about Smithfield. Good schools, safe streets, affordable housing and a small town vibe are just a handful of reasons why Smithfield is not only beautiful, it’s a great place to raise a family. A full schedule of parades, and other family oriented events only add to its appeal. Smithfield also recently opened Smithfield Center. This modern, fresh, state-of-the-art community and conference center is earning Smithfield lots of kudos and is the perfect outlet for a class reunion, wedding or corporate program.

It’s clear Smithfield is looking to the future, but not at the expense of its past. In fact, it offers a well-recognized revitalized downtown, streets flaunting architecture dating back to the 1700 and 1800s, and has long been home to Fortune 500 Company Smithfield Foods, Inc. It was also one of the first 20 communities designated as a Preserve America Community thanks to its efforts to preserve its unique culture and heritage.

More than 260 years old and growing strong, our bet is Smithfield will entice you.
Department Statistics

We show increase of 2% in our calls for service. Felony arrests also decreased by 13% and Misdemeanor arrests decreased by 16%.
DEPARTMENT STATISTICS

Felony Arrests

<table>
<thead>
<tr>
<th>Year</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
<th>2014</th>
<th>2015</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>86</td>
<td>116</td>
<td>121</td>
<td>54</td>
<td>47</td>
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</tbody>
</table>

Misdemeanor Arrests

<table>
<thead>
<tr>
<th>Year</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
<th>2014</th>
<th>2015</th>
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<tbody>
<tr>
<td></td>
<td>261</td>
<td>251</td>
<td>262</td>
<td>206</td>
<td>174</td>
</tr>
</tbody>
</table>
The number of traffic summonses issued increased by 6%, and motor vehicle accidents investigated indicated a decrease of 12%. 
DUI arrests have decreased by 43%.
Property Damage Reported increased by 157%. Although this seems like a huge increase, there were a few incidents that were significant, equaling an estimated property damage of approximately $50,000.

Records also indicate an increase of 4% in Reported Stolen Property and an increase of 20% in Recovered Stolen Property. However, $45,592.63 of stolen property reported was related to Identity Theft.
Group A Offenses

We have included significant criminal offenses that were reported to the Smithfield Police Department during the past year, and used built-in totals since 2011 for comparison. This synopsis is part of our IBR (Incident Based Reporting) report that we provide to the Commonwealth of Virginia. Both Select Part A and Select Part B are referred to as “Group A” offenses. It should be noted however, that these criminal incidents are not inclusive of all offenses reported to police. Offenses such as bad checks, disorderly conduct, DUI, public drunkenness, trespassing, and other misdemeanor offenses are not included in this report. They are referenced in “Group B” offenses and constitute a significant portion of incident reports taken by the Smithfield Police Department.
Select Part A Offenses

<table>
<thead>
<tr>
<th></th>
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<th></th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>Murder</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Abduction</td>
<td>4</td>
<td>0</td>
<td>4</td>
<td>2</td>
</tr>
<tr>
<td>Forcible Rape</td>
<td>1</td>
<td>0</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>Other Forcible Sex Offenses</td>
<td>4</td>
<td>1</td>
<td>6</td>
<td>4</td>
</tr>
<tr>
<td>Robbery</td>
<td>5</td>
<td>8</td>
<td>2</td>
<td>9</td>
</tr>
<tr>
<td>Aggravated Assault</td>
<td>13</td>
<td>10</td>
<td>11</td>
<td>4</td>
</tr>
<tr>
<td>Arson</td>
<td>1</td>
<td>1</td>
<td>2</td>
<td>2</td>
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<tr>
<td>Motor Vehicle Theft</td>
<td>7</td>
<td>7</td>
<td>1</td>
<td>6</td>
</tr>
</tbody>
</table>

**TOTAL SELECT PART A OFFENSES**

35  28  28  29  26
### DEPARTMENT STATISTICS

#### Select Part B Offenses

<table>
<thead>
<tr>
<th>Offense</th>
<th>2011</th>
<th>2012</th>
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<th>2015</th>
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<tbody>
<tr>
<td>Simple Assault</td>
<td>75</td>
<td>79</td>
<td>101</td>
<td>73</td>
<td>83</td>
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<tr>
<td>Burglary</td>
<td>33</td>
<td>15</td>
<td>19</td>
<td>11</td>
<td>15</td>
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<tr>
<td>Larceny</td>
<td>142</td>
<td>142</td>
<td>128</td>
<td>116</td>
<td>101</td>
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<tr>
<td>Forgery</td>
<td>13</td>
<td>14</td>
<td>16</td>
<td>9</td>
<td>6</td>
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<tr>
<td>Fraud</td>
<td>42</td>
<td>39</td>
<td>31</td>
<td>33</td>
<td>31</td>
</tr>
<tr>
<td>Embezzlement</td>
<td>3</td>
<td>3</td>
<td>2</td>
<td>5</td>
<td>3</td>
</tr>
<tr>
<td>Destruction of Property</td>
<td>86</td>
<td>86</td>
<td>94</td>
<td>76</td>
<td>102</td>
</tr>
<tr>
<td>Drug Offenses</td>
<td>29</td>
<td>57</td>
<td>83</td>
<td>31</td>
<td>40</td>
</tr>
<tr>
<td>Weapon Law Violations</td>
<td>11</td>
<td>6</td>
<td>8</td>
<td>7</td>
<td>7</td>
</tr>
</tbody>
</table>

**TOTAL SELECT PART B OFFENSES**  

<table>
<thead>
<tr>
<th></th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
<th>2014</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>434</td>
<td>441</td>
<td>482</td>
<td>361</td>
<td>388</td>
</tr>
</tbody>
</table>
The Hampton Roads Crime Line’s Board honors police officers and others who have demonstrated a commitment to a safer Hampton Roads community. These award recipients are leaders and role models for both their peers and their community. Nominations for these awards come from law enforcement agencies, civic leaders, key individuals, and hundreds of business leaders throughout the Hampton Roads area. To qualify the nominee must:

- Reside in Hampton Roads
- Exhibit a high level of personal achievement
- Demonstrate exemplary leadership skills
- Have had a positive impact on the Hampton Roads Community

Officer Daniel Fordham was selected as the 2015 Top Cop for the Smithfield Police Department. Officer Fordham distinguished himself as deserving of this award by his diligent and unfailing service to the businesses and citizens of this community through outreach and proactive traffic enforcement measures.

In addition to his proactive police work, Officer Fordham consistently maintains a positive demeanor that tends to be infectious around other officers. He is willing to help his fellow officers and exemplifies all the positive traits of a Top Cop.

While many state dignitaries were present, the real heroes of the evening were the law enforcement officers and private citizens and organizations receiving recognition for their contributions to making neighborhoods and businesses a safer place to live and work.
The Smithfield Police Department is fortunate that one of its officers is a former Spanish teacher. Officer Danelle Wright serves as both a translator and interpreter, in addition to her regular patrol duties. As a translator, she converts written documents from one language into another. In contrast, as an interpreter, she transacts with spoken languages, listening to, understanding and memorizing the content in the original or ‘source’ language and then reproduces statements and questions in a different ‘target’ language. Officer Wright is available to translate for the Police Department, the Town of Smithfield, the Isle of Wight Sheriff’s Office, the Virginia State Police, and any other agency that has a legitimate need of her services. She was called upon numerous times in 2015 by fellow officers who requested her assistance.
MADD Awards
(Mothers Against Drunk Driving)

MADD honors law enforcement officers from across Virginia at eight regional Law Enforcement Awards Ceremonies. Officers are honored for their outstanding work on DUI enforcement and related prevention initiatives, education and training. The awards highlight the lifesaving work of law enforcement officers including Sobriety Checkpoints, Saturation Patrols, specialized DUI enforcement training, prevention efforts of school resource officers and DUI arrests. This year two officer’s from the Smithfield Police Department were recognized for DUI arrests: For 2015, Officer David Adams had 22 DUI arrest and Officer Joshua Powell had 10 DUI arrest, the most in the department. Thanks to both for a job well done!
Community Relations

The Smithfield Police Department welcomes every opportunity to provide a positive interaction between the citizens of Smithfield and our police officers. We continue to actively support and promote the Community Help In Progress (CHIP) program by working in unison with local community leaders to discuss current issues and to provide healthy activities for local children. CHIP has continued to be a huge success and welcomes participation from all interested persons within Smithfield and the Isle of Wight County. Several events were also sponsored that have united our Police Department with the Smithfield community. These activities included:

- 4-H camp in Wakefield, Virginia
- Kiwanis fishing trip at Buckroe Beach Pier
- Halloween on Main Street
- Kiwanis Breakfast with Santa at the Smithfield Center
- Homework Station, Jersey Park Apartments Community Room
- National Night Out on Main Street (National Award Winner)
- Smithfield Community Crime Prevention Team
- Officer ride alongs
- Pop Warner Football
- Police Department tours – Boy Scouts, Brownies, West Side Elementary Safety Patrol, Isle of Wight Academy Preschool
Crime Prevention

In 2014, through the hard work and dedication of the Smithfield Community Crime Prevention Team and the Smithfield Police Department, the Chairman of the Virginia Department of Central Justice Services Board awarded the Town of Smithfield the distinction of becoming the thirteenth, and smallest, municipality in the Commonwealth of Virginia to become a Certified Crime Prevention Community. The program is designed to foster the development of community safety initiatives at the local level and to implement a defined set of community safety strategies that are part of a comprehensive community safety/crime prevention determination. One of the first of its kind in the nation, the program requires the Town of Smithfield to continually meet the 12 core community safety elements/strategies and a minimum of seven approved optional elements to maintain certification. These elements include:

- Crime Prevention Newsletter "The Thin Blue Line"
- A DCJS certified Crime Prevention Specialist
- Neighborhood Watch Program
- Community Policing/Crime Control Program
- Organized distribution of safety literature
- Law enforcement agency must be accredited
- TRIAD (Senior Citizen Safety Program)
- Gun Safety program
- Interagency Code Enforcement
- Domestic Violence Program
- Designation of staff trained to conduct community safety assessments
- Existence of a local crime and safety coalition
- Functional crime analysis capability
- Comprehensive school safety audit process
- Business Outreach (Watch) Program
- On-site victim/witness services program
- Delinquency Prevention Program
- The National Night Out
- HEAT

Smithfield Police Department provides the following free programs:

- Avoid Scams Training
- Bank Robbery Training
- Child is Missing
- Bike Registration
- Bike Rodeo
- Business Assessments
- TRIAD
- Child Car Seat Installation
- Safe Halloween
- Gun locks
- HEAT Program
- Home Security Assessments
- ID Theft Training
- Internet Safety Training
- Investment Fraud Training
- Lock Box Program
- Neighborhood Watch
- Personal Safety Training
Specialized Units

Throughout 2015, the specialized units of the Smithfield Police Department maintained close ties with regional law enforcement entities and participated in several joint-jurisdictional events.

The primary responsibility of the Smithfield Police Department Motor Unit is the reduction of traffic related incidents within the Town through RADAR enforcement. The Motorcycle Unit not only patrolled the streets of Smithfield, it was called upon to participate in presidential escorts, funerals, parades and festivals throughout Hampton Roads. To qualify for the Unit, officers must pass a rigorous selection process that includes an 80 hour Police Motorcycle Operators Course. Once selected, members participate in regional motor training, honing their high speed, low speed and precision riding skills.

The Marine Patrol Unit primary operation is ensuring compliance of rules and regulations on the waterways within the town limits. The Unit assisted the United States Coast Guard (USCG) by locating and rendering aid to a boater in distress on the James River, prior to it being towed by the Coast Guard Auxiliary. The Unit provided security on the Pagan River for the Town of Smithfield’s 4th of July fireworks celebration, Olden Days maritime events, Annual Smithfield Wine and Brew Fest, and summer patrols.

The primary mission of the Emergency Response Team (ERT) is the entry and securing of specified locations as a result of executing an arrest or search warrant in anticipated situations of violence, when a hostage or barricade situation exists, an unusually dangerous environment, or circumstances exist that would dictate the immediate entry of a location for the protection of life. In 2014, the team executed several warrants and assisted other jurisdictions in other tactical operations. In addition, the ERT members performed thorough training in simulated intense situations to enhance team readiness.
During 2015, all members of the Smithfield Police Department received required in-service training mandated by the Department of Criminal Justice Services. Several members of the department also received specialized training as noted below:

- 15-A Basic Law Enforcement
- 2013 VA Case Law
- 50th Annual Virginia Crime Clinic Training Seminar
- Advance Defensive Tactics Instructor Class
- Basic Crime Prevention Academy
- Bias Based Policing
- Business Meeting & Crime Prevention Training Symposium
- CPR/First Aid/AED
- Crime Analysis Application Training
- Cultural Diversity
- Defensive Tactics Instructor Recertification
- FBINAA VA Chapter State Conference
- Federal Civil Rights and 21st Century Policing Program
- Federal Constitutional Law Review and Update
- Female Enforcers
- Field Training Officer
- Firearms Instructor
- Gang Specialist Certification Course
- General Instructor Recert
- General Instructor School
- Hurricane Preparedness for Decision Makers
- International Association of Chiefs of Police
- Intoxilizer School Initial/Recert
- Investigating and Prosecuting DUID Cases
- OC Spray
- Police Bicycle Training
- Police Boat Training
- Police Motorcycle Training
- Practical Application of Forensic Experimental Trauma Interview
- Radar Operator Initial and Recert
- Southeast VA Police Training – Civil Rights
- State TRIAD Conference
- Surviving Verbal Conflict & Public Service Excellence
- TASER Instructor Recertification
- The Language and Application of Exterior Security Lighting
- Virginia Association of Chiefs of Police Annual Conference
- Virginia Law Enforcement Executive Development Seminar (VA LEEDS)
- Visual Indicators of Radiological & Nuclear Materials
Grants

The Smithfield Police Department eagerly researches grant opportunities and applies for law enforcement assistance grants. Grants can be obtained from many different agencies for a wide variety of equipment. In the 2014 grant process, the following actions occurred:

- Grants awarded
  - DMV Highway Safety Grant
    - Selective Enforcement (Speed) - $8,500
    - Selective Enforcement (Occupant Protection) - $2,250

Highway Safety Grants

Every year, the Smithfield Police continued its commitment to improving highway safety. The department received grant funding from the National Highway Traffic Safety Administration in the amount of $10,750. The funding provides overtime pay for participation in the National Checkpoint Strikeforce campaign which targets impaired drivers and the Click It or Ticket campaign which focuses on occupant protection and seatbelt usage.
Department Staff

Chief of Police
Steven G. Bowman

Deputy Chief
Alonzo Howell
DEPARTMENT STAFF

Investigative Division

Lieutenant
Patrick Valdez

Detective Sergeant
Christopher Meier
DEPARTMENT STAFF

Patrol Division

Lieutenant
Matthew Rogers

Patrol Sergeants

Bryan Miller  Thomas Jones  Patrick Araojo  Donald Brady
DEPARTMENT STAFF

Patrol Officers

Clay Seamster
Edmund Cook
David Adams
Joshua Powell
Eric Phillips
Daniel Fordham
DEPARTMENT STAFF

Patrol Officers

Nicole Pittman
Danelle Wright
Samuel Johnson

Paul Bancroft
Rendall Howell
William Wooley
Support Staff

Kristi Jenkins
Office/Accreditation Manager

Annette Crocker
Secretary to the Chief of Police

Lorrie Porter
Records Administration

Stephanie Pack
Records Administration

Kurt Beach
Crime Prevention
ISLE OF WIGHT COUNTY MUSEUM
Town of Smithfield
Isle of Wight County Museum

Annual Report 2015

J.L. England, Museum Director
Notable

- This is our first full calendar year with the Town.
- The museum was named a commemorative partner with the United States of America Vietnam War Commemoration.
- We worked with several organizations in 2015 to provide assistance and support: Isle of Wight County Public Schools, Isle of Wight County Historical Society, Isle of Wight Daughters of the Confederacy, the Smithfield Little Theater, 1750 Courthouse, Christopher Newport University, Isle of Wight Government in England and others.
- In July, we were recognized with a commendation by the Isle of Wight County Board of Supervisors at their monthly meeting for our service during the Sesquicentennial of the American Civil War. This project began in 2008 and ran through 2015.
- We provided assistance with the Town’s annual training day in October.
- Volunteer hours: 963
  - The estimated hourly value of volunteer time for 2014 was $22.55.
  - Our yearly savings was $21,715.65

Museum Stats and Updates

- Visitation: 6,596
- Special Events – Planned and hosted 39 special events
  - Jan. 15. Tell Me a Story.
  - Jan. 17. Women in the Civil War.
  - Feb. 22. From Snake Oil to Penicillin.
  - Feb. 28. Everything But the Squeal.
  - March 7. Battle of Smithfield Walking Tour.
  - March 14. Ghost Hunt at the Isle of Wight County Museum.
  - March 22. 2 p.m. Civil War in Isle of Wight County: An Historical Update.
  - April 4. Battle of Smithfield Walking Tour.
  - April 16. Tell Me a Story.
  - May 2. Battle of Smithfield Walking Tour.
  - June 12. Cookie Happy Hour.
  - June 13. Church Street Walking Tour.
  - June 27. Civil War Lecture Series
  - July 11. Church Street Walking Tour.
  - July 11. The Pet Ham’s 113th Birthday.
  - Aug. 1. Battle of Smithfield Walking Tour.
  - Aug. 8. Church Street Walking Tour.
  - Aug. 22. Victory is Ours.
  - Sept. 5. Battle of Smithfield Walking Tour.
  - Sept. 17. Tell Me a Story.
o Oct 15. Tell Me a Story.
o Oct 23. Fright Night at the Movies.
o Nov 7. Battle of Smithfield Walking Tour.
o Nov 19. Tell Me a Story.
o Nov 22. Happy Birthday, Benjamin Huger!
o Dec 4. An Evening with St. Nick.
o Dec 17. Tell Me a Story.

- Groups/Tours/Programming/Outreach
  - 24 different groups visited the museum for special programming from while staff performed 32 different outreach programs including a monthly visit to Smithfield’s Head Start.

- Exhibits
  - Duck & Cover exhibit completed.
  - Outdoor sign completed.
  - Museum visitor bathroom completed.

- Gift Shop
  - New inventory added.

Financials

- Total Gift Shop Sales: $9,118.67
- Donations: $9,310.00
- Program/Lecture Fees: $2,510.00

Social Media/Online Presence

- Our website requires a re-launch. Until that happens, our information may be found at www.historicisleofwight.com.
- We regularly post on Facebook: Isle of Wight County Museum & Historic Sites.
- We also interact on Foursquare/Swarm, TripAdvisor and Pinterest.
- **Ham Cam.** This year, we installed a 24/7 dropcam above the world’s oldest ham’s exhibit case. This enables visitors to check in on the museum’s main gallery at any time of the day to see what we, and the world’s oldest ham, are doing. This has been an amazing marketing tool. [https://video.nest.com/live/fvrxx4](https://video.nest.com/live/fvrxx4)
Additionally, with our camera, we launched a Meerkat/Periscope-like video chat. We call it Live at 12:05 and broadcast each Tuesday at that time. Staff discusses artifacts, special events and/or big museum news. We use the camera at other times as well. Additionally, visitors to the museum enjoy asking their friends and relatives to watch them as they visit the world's oldest ham.

Media Coverage/Promotion/Advertising/Lobbying

- We track media coverage throughout the year.
- This year’s big news generator was the installation and promotion of our Ham Cam. Our 3D printing event with Dr. Bernard Means of Virginia Commonwealth University was also notable.

Other

- Isle of Wight County is in charge of Boykin’s Tavern; however, artifacts remaining on the first level and basement of the building belong to the museum and are in our care.
- Additionally in our care are the 2014 commissioned painting of Elizabeth Bennett Young and the 2015 commissioned painting of Randall Booth at the Isle of Wight County Courthouse.
- The museum has two storage units in Newport News which house part of the museum collection.

The Past Year in Photos

In January RTL Paranormal and the Generic Black Shirt Paranormal Group did some filming at the museum for GBSPG’s television show "Paranormal After Party." Joe Chin of "Ghost Hunters" and "Ghost Hunters International" was also on site.

From our Feb. 22 Snake Oil to Penicillin program: Once placing the early 1900s athletic crown on one’s head, jumping rope will help to improve health, strength and posture.
From our Feb. 28 Everything But the Squeal program geared for children ages 7 to 12.

Several ghost hunting seminars with RTL Paranormal – at the museum and at Windsor Castle – were very popular.

We caught up with the 21st century and went LED in two of our larger gallery spaces. (Isle of Wight County Public Works gets a big thank you for this.) The new lights are cooler, and these light bulbs last longer.

A new outdoor sign livens up our entrance.

On April 9, we participated in Bells Across the Land to commemorate the end of the Sesquicentennial of the American Civil War. We hosted two ceremonies – one at Christ Episcopal Church and another at the Isle of Wight County Court House Complex Bell Tower. Historic sites and others across the U.S. were invited to ring bells at 3:15 p.m. for four minutes – each minute symbolic of one year of the war.
Visit the museum’s bathroom. We created a collage with various vintage postcards from our collection.

Smithfield VA Events’ annual wine festival took place on April 11. The museum staffed a tent to share information about Windsor Castle’s archaeological site work and interact with guests.

The roofing project began in July. We anticipate its completion in January 2016.

We completed our Duck & Cover exhibit in the basement. Bert the Turtle shows on a video loop in this exhibit about Civil Defense and military defense in Isle of Wight County.

Kevin Knapp as Thaddeus Lowe during our Civil War lecture series on June 27.

On Oct. 14, the museum received reproduction historical documents from the archives of Isle of Wight, England. The documents show the signature and handwriting of Sir Richard Worsley, an early investor in Isle of Wight County.
On Dec. 10, Dr. Bernard Means, director of the Virtual Curation Laboratory at Virginia Commonwealth University, scanned the world's oldest ham, the world's oldest peanut and a few other items in our collection. VCU’s article on the event went viral in academia circles. A few other sources highlighted the event as well including Forbes Magazine and The Virginian-Pilot. We are happy to have these scans in our collection. In January, Dr. Means will again visit the museum for more scanning and further work. Visit this link to see the peanut in 3D: https://sketchfab.com/models/de239f9c50ae4cd2a29361d3db0dd3bc

On Dec. 19, Curator Tracey Neikirk discussed 3D technology and its use in museums.

At 7 p.m. on Christmas Eve, we posted St. Nick's reading of "Twas the Night Before Christmas" on our Facebook page. This video had over 10,000 hits.