

December 23, 2010

TO: SMITHFIELD TOWN COUNCIL

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

**SUBJECT: DECEMBER 2010 COMMITTEE MEETINGS WILL BE HELD AT THE
SMITHFIELD CENTER LOCATED AT 220 NORTH CHURCH STREET, SMITHFIELD, VA**

MONDAY, December 27, 2010

4:00 p.m. Police Members: Tynes (CH), Chapman, Gregory

1. Operational Updates
2. Follow-up from VDOT on Traffic Signal Request at the Intersection of South Church Street / Smithfield Boulevard

Immediately following the conclusion of the above meeting:

Water and Sewer Members: Gregory (CH), Williams, Graham

1. Update on Water Storage Tank Maintenance Contract
2. South Church Street Waterline Replacement

Immediately following the conclusion of the above meeting:

Finance Members: Graham (CH), Gregory, Cook

1. October Financial Statement
2. Cash Balances
3. Invoices Over \$10,000 Requiring Council Consideration:
 - a.. Buchart Horn, Inc. (Progress Report # 29 & 30) \$ 27,114.72
 - b. English Construction Company \$135,213.89
 - c. Draper Aden Associates \$ 34,005.33
4. Paperless Council Agendas and Materials
5. Closed Session for Advice of Legal Counsel

TUESDAY, December 28, 2010

4:00 p.m. Fire and Rescue

Members: Williams (CH), Tynes, Chapman

1. Operational Update

Immediately following the conclusion of the above meeting:

Public Works

Members: Chapman (CH), Cook, Tynes

1. Additional Work by Verizon on the South Church Street Streetscape Project and Overall Update on Construction

Immediately following the conclusion of the above meeting:

Public Buildings & Welfare

Members: Cook (CH), Williams, Graham

1. Pre-Public Hearing Discussion – Tractor Supply Company - Rezoning
2. Town Council Elections
3. Smithfield Center:
 - a. Purchase of New Chairs
 - b. Revisions to Smithfield Center Policies & Procedures
 - c. Revisions to Windsor Castle Park Polices & Procedures
4. Pinewood Heights Project
 - a. Addendum # 6 to Contract Community Planning Partners, Inc for Management Assistance Services
 - b. Planning Grant – Phase 2 Project Contract Execution

***** Additional Item Not Listed on Committee but will be on Council's January Agenda*****

- Approval of December 7th Town Council Minutes
 - Recommendation from Nominating Committee to fill the three (3) expiring terms on Planning Commission
 - Recommendation from Nominating Committee to fill the tow (2) expiring terms on Board of Historic and Architectural Review
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