October 15, 2010

TO: **SMITHFIELD TOWN COUNCIL**

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

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

*****NOTE*****

Committee meetings are being held a week earlier this month because some council members will be attending the IACP Conference in Orlando Florida at the end of the month to show support to Chief Marshall.

MONDAY, October 18, 2010

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

1. Operational Updates
2. Street Closure Christmas Parade, December 11th
3. FYI - Update on Request to VDOT to have Speed Limit Reduced on West Main Street and Turn Lane Extension on Bypass 10.

Immediately following the conclusion of the above meeting:

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

1. Cypress Creek Petition Follow Up – Mr. Jim Parks
2. Reverse Osmosis Water Treatment Facility Update
3. South Church Street Waterline Replacement Update
4. Accept Proposal from Draper Aden Associates for Sanitary Sewer Evaluation Study (SSES) Field Services Scope of Work and Fees – Mr. Andy Snyder of Draper Aden Associates will be present to give update

Immediately following the conclusion of the above meeting:

Finance **Members: Graham (CH), Gregory, Cook**

1. August Financial Statement
2. Cash Balances
3. Invoices Over $10,000 Requiring Council Consideration:
   a. Clark Nexsen $ 15,337.00

Finance Committee Continued…

b.	Goodman & Company	$ 11,500.00
c.	Sungard Public Sector	$ 35,780.00
d.	Draper Aden Associates	$ 18,640.00
e.	English Construction Company	$288,135.00

4. Present New Format for Personal Property and Real Estate Tax Bills
5. Pinewood Heights Project Update (Brian Reagan Attending)

<u>TUESDAY, October 19, 2010</u>

4:00 p.m. **<u>Fire and Rescue</u>** **Members: Williams (CH), Tynes, Chapman**

1. Operational Updates
2. Connection Fee Waiver for New Fire Facility

Immediately following the conclusion of the above meeting:
<u>Public Works</u> **Members: Chapman (CH), Cook, Tynes**

1. Combined Refuse and Recycling Contract Update

Immediately following the conclusion of the above meeting:
<u>Public Buildings & Welfare</u> **Members: Cook (CH), Williams, Graham**

1. America in Bloom Program
2. Windsor Castle:
   a. Review of RFP for Recreational Services
   b. Storm Damage to Trails

***** Additional Item Not Listed on Committee But will be on Council's November Agenda*****

- Approval of October 5th Town Council Minutes

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