



September 25, 2015

TO: SMITHFIELD TOWN COUNCIL

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

**SUBJECT: SEPTEMBER 2015 COMMITTEE MEETINGS WILL BE HELD AT THE SMITHFIELD
CENTER LOCATED AT 220 NORTH CHURCH STREET, SMITHFIELD, VA**

MONDAY, SEPTEMBER 28TH, 2015

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

1. Public Comment
2. Operational Updates
- TAB # 1** 3. Street Closure Request for Smithfield High School Homecoming Parade, October 23rd, 2015 from 4:15 p.m. to 5:15 p.m.
- TAB # 2** 4. Street Closure Request for Smithfield Evening Christmas Market, Friday, December 11th from 2 p.m. to 11:00 p.m.
- TAB # 3** 5. Street Closure Request for Annual Genuine Smithfield Christmas Parade, Saturday, December 12th from 8:00 a.m. to 1:00 p.m.

Immediately following the conclusion of the above meeting:

Water and Sewer Members: Gregory (CH), Smith, Tynes

1. Public Comment
2. Operational Updates
- TAB # 4** 3. Mechanical, Electrical and Utility Services Contract Renewal
4. Closed Session

Immediately following the conclusion of the above meeting:

Finance Members: Pack (CH), Gregory, Cook

1. Public Comment
- TAB # 5** 2. August Financial Statements and Graphs

- TAB # 6** 3. August Cash Balances / VML Investment Pool Update
TAB # 7 4. Invoices Over \$10,000 Requiring Council Authorization:
- | | |
|--|--------------|
| a. Taser International (approved September 1 st) | \$ 22,073.38 |
| b. THG Construction – Storage Building | \$ 20,750.00 |
| c. Isle of Wight County – E911 True-Up | \$118,672.85 |
| d. Isle of Wight County – Tourism True-Up | \$ 98,098.46 |
5. Renewal of Credit Line with Towne Bank
TAB # 8 6. Discussion on 2015 Tax Reassessment Rate
TAB # 9 7. Adopt Personal Property Tax Relief Act (PPTRA) Percentage

TUESDAY, SEPTEMBER 29TH, 2015

4:00 p.m. Parks and Recreation Members: Chapman (CH), Pack, Tynes

- TAB # 10** 1. Public Comment
 2. Operational Update – Parks and Recreation Committee Report
 3. Status of VMRC – RFAB Grant for Public Boat Ramp at Clontz Park

Immediately following the conclusion of the above meeting:

Public Works Members: Smith (CH), Cook, Tynes

- TAB # 11** 1. Public Comment
 2. Proposal for Street Overlay of South Mason Street by Blair Brothers in an Amount not to Exceed \$19,286.00
TAB # 12 3. Authorization to Purchase Budgeted Public Works Truck Under State Contract Pricing

Immediately following the conclusion of the above meeting:

Public Buildings & Welfare Members: Cook (CH), Chapman, Smith

- TAB # 13** 1. Public Comment
TAB # 14 2. Pinewood Heights Relocation Project Update
 3. Proposed Scope of Work for HRPDC Assistance with Town Comprehensive Plan Update

***** Additional Item Not Listed on Committee but will be on Council's September 1st, Agenda*****

- Approval of September 1st, 2015 Meeting Minutes
 - Presentation by Western Tidewater Free Clinic
-



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

Event Date <small>(don't include setup dates here)</small>	Times <small>(don't include setup or street closure times here)</small>	Proposed Location
October 23, 2015	4:15pm - 5:15pm	Main street / Grace street

Event Name	Smithfield High School Homecoming
Event Organizer (Group Name)	Jill Gwaltney
Tax Exemption ID Number	546001363
Website	

Event Contacts					
Name	Jill Gwaltney	Cell Phone	371-3918	Email	jgwaltne@iwcs.k12.va.us
Name	Patricia Oliver	Cell Phone	540-903-5244	Email	poliver@iwcs.k12.va.us

1st Time Event		Annual Event- how many times has event taken place?	10
Event Category	<input type="checkbox"/> Festival <input type="checkbox"/> Concert <input checked="" type="checkbox"/> Parade <input type="checkbox"/> Run/Walk <input type="checkbox"/> Bike Race/Tour <input type="checkbox"/> Car Show Other		
Description of Event			
Homecoming parade starting at the Smithfield Library continuing down to Main St. and back up Grace St.			
Average Ticket Price	\$0.00	Participants will be	<input type="checkbox"/> youth <input type="checkbox"/> adults <input checked="" type="checkbox"/> both
Expected Attendance	400	Largest Attendance Number and Year	
What is your plan in the event of bad weather-cancel, reschedule?		cancel	

Road Closures, Traffic Assistance, Windsor Castle Park Trail Closures				<input type="checkbox"/> Closure
Street Name or Park Area	Closure or Traffic Assist	Date Needed	Times Needed	
Cary	Closure	Oct. 23, 2015	4:15pm- 5:15pm	
Main				
Grace				
Road Closures, if approved, will start 1 hour before event start. Signage with closure times is placed out in advance of closure.				
Alcohol Service and/or Sales? <input type="checkbox"/> Alcohol		Having music- live bands or DJ? <input type="checkbox"/> Music		
Date	Times	Date	Times	

List benefits of your event to the community	List Recipients of Proceeds
School and Community relationship strengthened	



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

Check any of the following that your event will include.			
Item	Number	Item	Number
<input type="checkbox"/> Food, Caterer		<input type="checkbox"/> Food, by Organization	
<input type="checkbox"/> Retail Vendors Non-Profit		<input type="checkbox"/> Retail Vendors For Profit	
<input type="checkbox"/> Port-a-Potties		<input type="checkbox"/> Fencing/Barricades	
<input type="checkbox"/> Trash Cans		<input type="checkbox"/> Generators	
<input type="checkbox"/> Dumpsters		<input type="checkbox"/> Special Lighting	
<input type="checkbox"/> Recycle Containers		<input type="checkbox"/> Golf carts/ATVs	
<input type="checkbox"/> First Responders- EMS, Fire			
Item	Number	Sizes	
Tents			
Staging			
<input type="checkbox"/> Allowing pets		<input type="checkbox"/> Fireworks	<input type="checkbox"/> Providing Shuttle Service

1 of 2

Certificate of insurance for \$1,000,000 is required (certificate of insurance must be presented prior to event)	
Policy Number	VA - IS - 047B-14
Name of Insurance Liability Carrier	VA Corp.
Insurance Company Address	308 Market St. SE Suite 1&2 Roanoke Va. 24011
Insurance Company Phone Number	888-822-6722

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

Event Organizer's Signature	<i>Bill Gwaltney / Casey M. Roberts</i>	Date	9-24-15
Print Name	Bill Gwaltney / Casey M. Roberts		

Attach the following documents:

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



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

Event Date <small>(don't include setup dates here)</small>	Times <small>(don't include setup or street closure times here)</small>	Proposed Location
Friday, Dec. 11 th	5 to 9 p.m.	Main Street

Event Name	Smithfield Evening Christmas Market
Event Organizer (Group Name)	Smithfield Farmers Market
Tax Exemption ID Number	
Website	www.smithfieldfarmersmarket.org

Event Contacts					
Name	Cheryl Ketcham	Cell Phone	757-375-3031	Email	cketcham@isleofwightus.net
Name		Cell Phone		Email	

1st Time Event		Annual Event- how many times has event taken place?	2
Event Category <input checked="" type="checkbox"/> Festival <input type="checkbox"/> Concert <input type="checkbox"/> Parade <input type="checkbox"/> Run/Walk <input type="checkbox"/> Bike Race/Tour <input type="checkbox"/> Car Show Other _____			
Description of Event			
Christmas Market along Main Street with more than 130 vendors, hot food & drinks, and live music			
Average Ticket Price	\$free	Participants will be <input type="checkbox"/> youth <input type="checkbox"/> adults <input checked="" type="checkbox"/> both	
Expected Attendance	7,000	Largest Attendance Number and Year	2014, 7,000 estimated
What is your plan in the event of bad weather-cancel, reschedule?		cancel	

Road Closures, Traffic Assistance, Windsor Castle Park Trail Closures			<input checked="" type="checkbox"/> Closure
Street Name or Park Area	Closure or Traffic Assist	Date Needed	Times Needed
Main Street	Closure	Dec. 11, 2015	2 to 11 p.m.

Road Closures, if approved, will start at least 1 hour before event start. Signage with closure times is placed out in advance of closure.			
Alcohol Service and/or Sales? <input checked="" type="checkbox"/> Alcohol		Having music- live bands or DJ? <input checked="" type="checkbox"/> Music	
Date	Times	Date	Times
Dec. 11, 2015	5 to 8:30 p.m., 1750 Courthouse	Dec. 11, 2015	5 to 9 p.m.

List benefits of your event to the community	List Recipients of Proceeds
Family-friendly Christmas event, support Main Street	Smithfield Farmers Market
Businesses & restaurants, bring in more visitors to Smithfield, increased revenue at hotels & restaurants	Vendors



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

Check any of the following that your event will include.			
Item	Number	Item	Number
<input checked="" type="checkbox"/> Food, Caterer	Approx.. 10	<input type="checkbox"/> Food, by Organization	
<input checked="" type="checkbox"/> Retail Vendors Non-Profit	Approx. 10	<input checked="" type="checkbox"/> Retail Vendors For Profit	Approx. 100
<input checked="" type="checkbox"/> Port-a-Potties	2-4	<input checked="" type="checkbox"/> Fencing/Barricades	@courthouse
<input checked="" type="checkbox"/> Trash Cans		<input checked="" type="checkbox"/> Generators	Appox. 5
<input checked="" type="checkbox"/> Dumpsters	1	<input checked="" type="checkbox"/> Special Lighting	Light towers
<input type="checkbox"/> Recycle Containers		<input type="checkbox"/> Golf carts/ATVs	
<input type="checkbox"/> First Responders- EMS, Fire			
Item	Number	Sizes	
Tents	Approx. 130	10 ft x 10 ft	
Staging			
<input type="checkbox"/> Allowing pets	<input type="checkbox"/> Fireworks	<input checked="" type="checkbox"/> Providing Shuttle Service	

Certificate of insurance for \$1,000,000 is required (certificate of insurance must be presented prior to event)	
Policy Number	Through Isle of Wight County
Name of Insurance Liability Carrier	
Insurance Company Address	
Insurance Company Phone Number	

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

Event Organizer's Signature	Cheryl Ketcham	Date	3/11/15
Print Name	Cheryl Ketcham		

Attach the following documents:

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

Will provide later



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

Event Date <small>(don't include setup dates here)</small>	Times <small>(don't include setup or street closure times here)</small>	Proposed Location
December 12, 2015	11:00 a.m.- 12:30 p.m.	Historic Main Street
		Streets: Cedar, Underwood, Mason, Grace, Ends on James

Event Name	Genuine Smithfield Christmas Parade
Event Organizer (Group Name)	Tourism/Terry Rhinier
Tax Exemption ID Number	54-6001361
Website	VisitSmithfieldVa.com

Event Contacts					
Name	Terry Rhinier	Cell Phone	757-814-5170	Email	Terry.rhinier@iwus.net
Name		Cell Phone		Email	

1st Time Event		Annual Event- how many times has event taken place?	27 years or more
Event Category <input type="checkbox"/> Festival <input type="checkbox"/> Concert <input checked="" type="checkbox"/> Parade <input type="checkbox"/> Run/Walk <input type="checkbox"/> Bike Race/Tour <input type="checkbox"/> Car Show Other _____			
Description of Event			
Genuine Smithfield Christmas parade			
Average Ticket Price	\$Free	Participants will be <input type="checkbox"/> youth <input type="checkbox"/> adults <input checked="" type="checkbox"/> both	
Expected Attendance	7,500	Largest Attendance Number and Year	2014, 7,500
What is your plan in the event of bad weather-cancel, reschedule?		Very bad Weather - canceled	

Road Closures, Traffic Assistance, Windsor Castle Park Trail Closures			<input type="checkbox"/> Closure
Street Name or Park Area	Closure or Traffic Assist	Date Needed	Times Needed
Main Street	Closure and Traffic Assist	12/12/15	8:00 am- 1:00pm

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

Alcohol Service and/or Sales? <input type="checkbox"/> Alcohol		Having music- live bands or DJ? <input checked="" type="checkbox"/> Music	
Date	Times	Date	Times

List benefits of your event to the community	List Recipients of Proceeds
Promotes Community Partnerships	
Heads in Beds, People in Restaurants	



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

1 of 2

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

Certificate of insurance for \$1,000,000 is required (certificate of insurance must be presented prior to event)	
Policy Number	
Name of Insurance Liability Carrier	
Insurance Company Address	
Insurance Company Phone Number	

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

<i>Event Organizer's Signature</i>	Terry Rhinier	Date	12/16/14
Print Name	Terry Rhinier		

Attach the following documents:

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



NEW! Parade Route	Parking
NEW! Lineup/Dropoff Route	Judges Stand & Award Ceremony
Post Parade Route	

Lineup begins at 8:30 a.m.
Please be in place by 10:40 a.m.
Grace St., Main St. & Underwood Lane will close at 10:45 a.m.
Parade begins at 11:00 a.m.
Award Ceremony will be at 12:30 p.m. at the Smithfield Times Gazebo.
Questions: (757) 357-2214 or (757) 357-5182

Memo

TO: Smithfield Town Council – Water and Sewer Committee
FROM: Sonja Eubank, Department of Planning, Engineering and Public Works
DATE: September 28th 2015
RE: Mechanical, Electrical and Utility Services Contract

The Town of Smithfield has a contract with R.E.W. Corporation for the 2014/2015 fiscal year to perform mechanical, electrical and utility services with the right to renew for four additional years. The current contract will expire October 8th, 2015.

The mechanical, electrical and utility services contract includes the following type of work:

- Replace check valves, valves and piping as well as repair or replace force mains.
- Replace or repair any electrical components in pump stations as well as trouble shoot any control problems at pump stations.

There will be no changes to the current contract pricing. Staff has been pleased with the level of service provided by R.E.W. Corporation and therefore we are recommending that this contract be extended one more year.

**Town of Smithfield
General Fund Operating Budget**

Description	Adopted Budget 2015/2016	Actual as of 08/31/15	Remaining Budget	% of budget
Revenue				
General Fund revenues				
<u>Real Estate Tax</u>				
Current RE Tax	1,675,000.00	-	1,675,000.00	0.00%
Delinquent RE Tax	32,275.00	11,819.46	20,455.54	36.62%
Current RE Penalty	4,000.00	-	4,000.00	0.00%
Delinquent RE Penalty	3,800.00	1,236.03	2,563.97	32.53%
Current RE Interest	745.00	-	745.00	0.00%
Delinquent RE Interest	8,885.00	1,761.54	7,123.46	19.83%
Total Real Estate Taxes	1,724,705.00	14,817.03	1,709,887.97	0.86%
<u>Personal Property Tax</u>				
Current PP Tax	861,900.00	240,794.89	621,105.11	27.94%
Delinquent PP Tax	28,000.00	2,661.83	25,338.17	9.51%
Current PP Penalty	13,000.00	-	13,000.00	0.00%
Delinquent PP Penalty	5,800.00	997.89	4,802.11	17.21%
Current PP Interest	1,200.00	-	1,200.00	0.00%
Delinquent PP Interest	4,600.00	622.07	3,977.93	13.52%
Total Personal Property Tax	914,500.00	245,076.68	669,423.32	26.80%
<u>Miscellaneous Receipts Over/Short</u>	15.00	4.70	10.30	31.33%
Total Over/Short	15.00	4.70	10.30	31.33%
<u>Other Taxes</u>				
Franchise Tax	149,000.00	-	149,000.00	0.00%
Cigarette Tax	130,000.00	31,004.96	98,995.04	23.85%
Transient Occupancy Tax	170,000.00	-	170,000.00	0.00%
Meals Tax-4%	915,000.00	66,364.69	848,635.31	7.25%
Meals Tax-2%	457,500.00	33,182.34	424,317.66	7.25%
Communications Tax	237,000.00	-	237,000.00	0.00%
Rolling Stock	23.00	-	23.00	0.00%
Rental Tax	3,230.00	883.80	2,346.20	27.36%
Sales Tax	300,000.00	-	300,000.00	0.00%

**Town of Smithfield
General Fund Operating Budget**

Description	Adopted Budget 2015/2016	Actual as of 08/31/15	Remaining Budget	% of budget
Consumption Tax	46,000.00	6,423.27	39,576.73	13.96%
Utility Tax	193,600.00	23,396.24	170,203.76	12.08%
Total Other Local Taxes	2,601,353.00	161,255.30	2,440,097.70	6.20%
<u>Licenses, Permits & Privilege Fees</u>				
Business Licenses	340,000.00	12,485.42	327,514.58	3.67%
Business Licenses Penalty	4,650.00	468.44	4,181.56	10.07%
Business Licenses Interest	250.00	140.21	109.79	56.08%
Permits & Other Licenses	12,000.00	2,709.30	9,290.70	22.58%
Inspection Fees-Subdivision	5,000.00	300.00	4,700.00	6.00%
WC Dog Park Registration	2,400.00	370.00	2,030.00	15.42%
Consultant Review Fees	5,500.00	450.00	5,050.00	8.18%
Vehicle License Tags	-	-	-	0.00%
Vehicle License	146,200.00	1,455.42	144,744.58	1.00%
Total Licenses, permits and privilege fees	516,000.00	18,378.79	497,621.21	3.56%
<u>Fines & Costs</u>				
Public Defender Fee		-	-	0.00%
Fines & Costs	70,000.00	1,785.19	68,214.81	2.55%
Total Fines & Forfeitures	70,000.00	1,785.19	68,214.81	2.55%
<u>From Use of Money and Property</u>				
General Fund Interest	8,000.00	1,280.68	6,719.32	16.01%
Beautification Fund Interest	-	5.52	(5.52)	0.00%
Rentals	19,242.00	3,028.32	16,213.68	15.74%
Smithfield Center Rentals	156,000.00	29,617.85	126,382.15	18.99%
Smithfield Center Vendor Programs	6,000.00	-	6,000.00	0.00%
Kayak Rentals	5,600.00	4,815.00	785.00	85.98%
Windsor Castle Programs	-	-	-	0.00%
Special Events	14,000.00	45.00	13,955.00	0.32%
Fingerprinting Fees	1,200.00	280.00	920.00	23.33%
Museum Gift Shop Sales	8,600.00	2,061.01	6,538.99	23.97%
Museum Programs/Lecture Fees	1,500.00	80.00	1,420.00	5.33%
Sale of Equipment	1,000.00	-	1,000.00	0.00%

**Town of Smithfield
General Fund Operating Budget**

Description	Adopted Budget 2015/2016	Actual as of 08/31/15	Remaining Budget	% of budget
Sale of Land	-	-	-	0.00%
Lease of Land	525.00	-	525.00	0.00%
Total revenue from use of money and property	221,667.00	41,213.38	180,453.62	18.59%
<u>Miscellaneous Revenue</u>				
Other Revenue	2,000.00	115.00	1,885.00	5.75%
Virginia Municipal Group Safety Grant	4,000.00	-	4,000.00	0.00%
Total Miscellaneous Revenue	6,000.00	115.00	5,885.00	1.92%
<u>From Reserves</u>				
Restricted Reserves-Police Department		-	-	0.00%
Reserves-Pinewood Escrow	-	79,332.37	(79,332.37)	100.00%
Reserves-Beautification Fund	-	-	-	100.00%
From Operating Reserves	142,510.00	473,413.20	(330,903.20)	332.20%
Total From Reserves	142,510.00	552,745.57	(410,235.57)	387.86%
<u>Intergovernmental Virginia</u>				
Law Enforcement	161,533.00	-	161,533.00	0.00%
Litter Control Grant	3,318.00	-	3,318.00	0.00%
Police Block Grants-State	-	-	-	0.00%
TRIAD Grant	2,250.00	-	2,250.00	0.00%
Fire Programs	24,294.00	-	24,294.00	0.00%
VCA Grant	5,000.00	-	5,000.00	0.00%
DCA Grant (Dam)	-	-	-	0.00%
SNAP Program	-	42.00	(42.00)	100.00%
Fuel Refund (state)	-	-	-	0.00%
Total State Revenue	196,395.00	42.00	196,353.00	0.02%
<u>Intergovernmental Federal</u>				
Police Federal Grants	2,250.00	842.24	1,407.76	37.43%
Pinewood Heights CDBG Relocation Planning Grant Phase III	-	-	-	0.00%
Pinewood Heights CDBG Relocation Grant-Phase II	-	-	-	0.00%
Federal Fuel Income	-	-	-	0.00%
Total Federal Revenue	2,250.00	842.24	1,407.76	37.43%

**Town of Smithfield
General Fund Operating Budget**

Description	Adopted Budget 2015/2016	Actual as of 08/31/15	Remaining Budget	% of budget
<u>Other Financing Sources</u>				
<u>Operating Transfers In</u>				
Transfer In for Debt Service	-	-	-	0.00%
Total Operating Transfers In	-	-	-	0.00%
<u>Other Financing Sources</u>				
Line of Credit Proceeds	450,000.00	-	450,000.00	0.00%
Note Proceeds	-	-	-	#DIV/0!
Insurance Recoveries	-	341.40	(341.40)	#DIV/0!
Total Other Financing Sources	450,000.00	341.40	449,658.60	0.08%
<u>Contributions</u>				
CHIPS Contributions	600.00	-	600.00	0.00%
Contributions-Windsor Castle Park Foundation	-	-	-	#DIV/0!
Contributions-Smithfield Foods-WC Park Outbuildings	9,940.00	-	9,940.00	0.00%
Contributions-Smithfield VA Events	-	-	-	#DIV/0!
Contributions-Isle of Wight County Historical Society-Museum	-	-	-	#DIV/0!
Contributions-Isle of Wight County-Museum	-	-	-	#DIV/0!
Contributions-Miscellaneous-Museum	11,650.00	2,048.04	9,601.96	17.58%
Contributions-Public Safety	-	-	-	#DIV/0!
Contributions-IOW County (ball fields)	-	-	-	#DIV/0!
Total Contributions	22,190.00	2,048.04	20,141.96	9.23%
<hr/>				
Total General Fund Revenue	6,867,585.00	1,038,665.32	5,828,919.68	15.12%
Less Revenues, Loan Funds, Grants and Contributions related to capital projects				
Line of Credit Proceeds	(450,000.00)	-	(450,000.00)	0.00%
General Obligation Bond-Land Acquisition	-	-	-	#DIV/0!
Cash Proffer Revenues	-	-	-	#DIV/0!
Meals Tax (2%) allocated to Special Projects	(457,500.00)	(33,182.34)	(424,317.66)	7.25%
Pinewood Heights Reserves	-	(79,332.37)	79,332.37	#DIV/0!
Beautification Fund Reserves	-	-	-	#DIV/0!

**Town of Smithfield
General Fund Operating Budget**

Description	Adopted Budget 2015/2016	Actual as of 08/31/15	Remaining Budget	% of budget
Contributions-Smithfield Foods-SC AV System	-	-	-	#DIV/0!
Contributions to Ball Fields (IOW)	-	-	-	#DIV/0!
Pinewood Heights Planning Grant	-	-	-	#DIV/0!
Pinewood Heights Relocation Project -Grant	-	-	-	#DIV/0!
			-	#DIV/0!
Total Non-operating Revenues	(907,500.00)	(112,514.71)	(794,985.29)	12.40%
Total General Fund Operating Revenues	5,960,085.00	926,150.61	5,033,934.39	15.54%

**General Fund Budget
Expenses**

Description	Adopted Budget 2015/2016	Actual as of 08/31/15	Remaining Budget	% of budget
GENERAL GOVERNMENT				
Town Council				
Salaries	40,000.00	6,460.00	33,540.00	16.15%
FICA	3,496.00	522.62	2,973.38	14.95%
Employee Wellness/Assistance Plan	1,638.00	196.00	1,442.00	11.97%
Legal Fees	46,000.00	13,287.90	32,712.10	28.89%
Election Expense	3,600.00	-	3,600.00	0.00%
Maintenance contracts	595.00	-	595.00	0.00%
Advertising	25,000.00	1,595.11	23,404.89	6.38%
Professional Services	27,500.00	9,739.50	17,760.50	35.42%
Records Management maint & upgrades	4,258.00	-	4,258.00	0.00%
Site Plan Review	5,000.00	-	5,000.00	0.00%
Communications	1,000.00	395.00	605.00	39.50%
Insurance	23,700.00	4,705.00	18,995.00	19.85%
Supplies	22,000.00	150.00	21,850.00	0.68%
Travel & Training	6,800.00	2,025.00	4,775.00	29.78%
Subscriptions/Memberships	9,100.00	8,382.00	718.00	92.11%
Council Approved Items	12,000.00	373.26	11,626.74	3.11%

**Town of Smithfield
General Fund Operating Budget**

Description	Adopted Budget 2015/2016	Actual as of 08/31/15	Remaining Budget	% of budget
Public Defender Fees	5,000.00	-	5,000.00	0.00%
Bank Charges	625.00	281.00	344.00	44.96%
SpecialProjects	3,500.00	241.25	3,258.75	6.89%
Smithfield CHIPS program	3,000.00	-	3,000.00	0.00%
Update Town Charter & Code	3,000.00	-	3,000.00	0.00%
Annual Christmas Parade	200.00	-	200.00	0.00%
Total Town Council	247,012.00	48,353.64	198,658.36	19.58%
 <u>Town Manager</u>				
Salaries	229,835.00	35,882.93	193,952.07	15.61%
FICA	18,390.00	2,491.51	15,898.49	13.55%
VSRS	17,800.00	2,966.33	14,833.67	16.66%
Health	49,700.00	8,282.56	41,417.44	16.67%
Auto Expense	500.00	-	500.00	0.00%
Maintenance Contracts	2,525.00	408.76	2,116.24	16.19%
Communications	16,000.00	1,905.51	14,094.49	11.91%
Insurance	2,330.00	544.00	1,786.00	23.35%
Supplies	5,500.00	462.94	5,037.06	8.42%
Dues & Subscriptions	3,250.00	1,364.67	1,885.33	41.99%
Computer & technology expenses	16,000.00	2,302.96	13,697.04	14.39%
Travel & Training	7,800.00	535.00	7,265.00	6.86%
Other	100.00	401.00	(301.00)	401.00%
Total Town Manager	369,730.00	57,548.17	312,181.83	15.56%
 <u>Treasurer</u>				
Salaries	288,020.00	43,275.66	244,744.34	15.03%
FICA	23,045.00	3,225.75	19,819.25	14.00%
VSRS	21,265.00	3,375.68	17,889.32	15.87%
Health	38,735.00	5,382.74	33,352.26	13.90%
Disability	150.00	-	150.00	0.00%
Audit	11,750.00	-	11,750.00	0.00%
Depreciation Software	2,900.00	-	2,900.00	0.00%

**Town of Smithfield
General Fund Operating Budget**

Description	Adopted Budget 2015/2016	Actual as of 08/31/15	Remaining Budget	% of budget
Communications	8,500.00	1,155.10	7,344.90	13.59%
Computer & technology expenses	2,000.00	-	2,000.00	0.00%
Data Processing	18,000.00	2,942.05	15,057.95	16.34%
Service contracts-includes MUNIS	51,715.00	5,012.94	46,702.06	9.69%
Insurance	2,410.00	564.00	1,846.00	23.40%
Supplies	12,000.00	1,096.57	10,903.43	9.14%
Dues & Subscriptions	1,550.00	497.95	1,052.05	32.13%
Credit Card Processing	3,000.00	251.28	2,748.72	8.38%
Cigarette Tax Stamps	2,835.00	-	2,835.00	0.00%
Travel & Training	2,000.00	253.00	1,747.00	12.65%
Other	100.00	40.00	60.00	40.00%
Total Treasurer	489,975.00	67,072.72	422,902.28	13.69%

PUBLIC SAFETY

Police Department

Salaries	1,374,090.00	214,730.41	1,159,359.59	15.63%
FICA	109,930.00	15,543.65	94,386.35	14.14%
VSRS	92,810.00	15,113.29	77,696.71	16.28%
Health Insurance	195,005.00	30,624.94	164,380.06	15.70%
Disability	160.00	-	160.00	0.00%
Pre-Employment Test	2,000.00	-	2,000.00	0.00%
Uniforms	24,000.00	1,391.81	22,608.19	5.80%
Service Contracts	38,000.00	22,658.74	15,341.26	59.63%
Communications	53,000.00	3,795.70	49,204.30	7.16%
Computer & Technology Expenses	15,200.00	1,623.41	13,576.59	10.68%
Insurance	54,580.00	13,198.00	41,382.00	24.18%
Ins. - LODA	11,415.00	10,895.64	519.36	95.45%
Materials & Supplies	25,500.00	1,656.41	23,843.59	6.50%
Dues & Subscriptions	6,500.00	3,162.00	3,338.00	48.65%
Equipment	15,000.00	81.38	14,918.62	0.54%
Radio & Equipment repairs	2,000.00	365.00	1,635.00	18.25%
Vehicle Maintenance	50,000.00	3,829.51	46,170.49	7.66%
Gas	75,000.00	5,772.13	69,227.87	7.70%
Tires	7,500.00	-	7,500.00	0.00%

**Town of Smithfield
General Fund Operating Budget**

Description	Adopted Budget 2015/2016	Actual as of 08/31/15	Remaining Budget	% of budget
Travel & Training	32,500.00	6,714.05	25,785.95	20.66%
Special Events	700.00	487.93	212.07	69.70%
Police Grants	2,500.00	-	2,500.00	0.00%
Investigation expenses	5,000.00	-	5,000.00	0.00%
Other	500.00	501.00	(1.00)	100.20%
Total Police Department	2,192,890.00	352,145.00	1,840,745.00	16.06%
 <u>Fire Department</u>				
Fuel Fund & Travel	13,000.00	-	13,000.00	0.00%
State Pass Thru	24,294.00	-	24,294.00	0.00%
Total Fire Department	37,294.00	-	37,294.00	0.00%
 <u>Contributions-Public Safety</u>				
Coast Guard Auxiliary	250.00	-	250.00	0.00%
E911 Dispatch Center	175,671.00	1,241.15	174,429.85	0.71%
Fire Department Rescue Truck	10,000.00	-	10,000.00	0.00%
Total Contributions-Public Safety	185,921.00	1,241.15	184,679.85	0.67%
 <u>PARKS, RECREATION & CULTURAL</u>				
<u>Smithfield Center</u>				
Salaries	196,185.00	30,867.48	165,317.52	15.73%
FICA	15,505.00	2,370.91	13,134.09	15.29%
VSRS	11,885.00	1,980.70	9,904.30	16.67%
Health	21,555.00	3,590.83	17,964.17	16.66%
Uniforms	1,200.00	-	1,200.00	0.00%
Contracted Services	23,000.00	2,720.42	20,279.58	11.83%
Retail Sales & Use Tax	1,000.00	131.06	868.94	13.11%
Utilities	28,000.00	2,089.87	25,910.13	7.46%
Communications	19,000.00	2,024.14	16,975.86	10.65%
Computer & technology expenses	4,000.00	-	4,000.00	0.00%
Insurance	5,900.00	1,404.00	4,496.00	23.80%
Kitchen Supplies	4,000.00	-	4,000.00	0.00%

**Town of Smithfield
General Fund Operating Budget**

Description	Adopted Budget 2015/2016	Actual as of 08/31/15	Remaining Budget	% of budget
Office Supplies/Other Supplies	5,000.00	737.54	4,262.46	14.75%
Food Service & Beverage Supplies	6,000.00	1,242.46	4,757.54	20.71%
AV Supplies	1,000.00	-	1,000.00	0.00%
Repairs & Maintenance	35,000.00	5,452.90	29,547.10	15.58%
Systems Maintenance (HVAC, AV, Generator)	10,000.00	-	10,000.00	0.00%
Landscaping	15,000.00	2,983.87	12,016.13	19.89%
Travel & Training	2,000.00	640.81	1,359.19	32.04%
Programming Expenses	500.00	-	500.00	0.00%
Advertising	20,000.00	6,651.38	13,348.62	33.26%
Refund event deposits	5,000.00	1,797.76	3,202.24	35.96%
Other	-	87.00	(87.00)	100.00%
Credit card processing expense	4,500.00	897.18	3,602.82	19.94%
Total Smithfield Center	435,230.00	67,670.31	367,559.69	15.55%
 <u>Contributions-Parks, Recreation and Cultural</u>				
Farmers Market	3,000.00	-	3,000.00	0.00%
TUMC Parking Lot	1,500.00	250.00	1,250.00	16.67%
Hampton Roads Planning District Commission	8,677.00	2,269.00	6,408.00	26.15%
Isle of Wight Arts League	10,000.00	5,000.00	5,000.00	50.00%
Friends of the Library	10,000.00	3,051.60	6,948.40	30.52%
Total Contributions-Park, Recreation and Cultural	33,177.00	10,570.60	22,606.40	31.86%
 <u>Windsor Castle Park</u>				
Salaries	63,710.00	8,741.66	54,968.34	13.72%
FICA	5,100.00	638.75	4,461.25	12.52%
VSRS	4,725.00	787.52	3,937.48	16.67%
Health	11,365.00	1,731.15	9,633.85	15.23%
Contracted Services	6,000.00	541.06	5,458.94	9.02%
Insurance	8,935.00	2,106.00	6,829.00	23.57%
Grass Cutting	30,000.00	8,414.93	21,585.07	28.05%
Kayak/Watersports expenses	1,500.00	999.92	500.08	66.66%
Professional Services	5,000.00	11,209.75	(6,209.75)	224.20%
Utilities	7,000.00	73.80	6,926.20	1.05%
Supplies	5,000.00	-	5,000.00	0.00%

**Town of Smithfield
General Fund Operating Budget**

Description	Adopted Budget 2015/2016	Actual as of 08/31/15	Remaining Budget	% of budget
Repairs & Maintenance	40,000.00	4,267.51	35,732.49	10.67%
Total Windsor Castle Park	188,335.00	39,512.05	148,822.95	20.98%
<u>Museum</u>				
Salaries	93,270.00	14,123.79	79,146.21	15.14%
FICA	7,465.00	1,089.45	6,375.55	14.59%
VSRS	4,025.00	335.01	3,689.99	8.32%
Health	6,512.00	1,085.28	5,426.72	16.67%
Operating expenses				
Contracted services	2,000.00	-	2,000.00	0.00%
Communications	600.00	49.82	550.18	8.30%
Insurance	-	443.00	(443.00)	100.00%
Supplies	4,700.00	663.61	4,036.39	14.12%
Computer & Technology	-	-	-	0.00%
Advertisinig	1,500.00	-	1,500.00	0.00%
Travel/Training	300.00	-	300.00	0.00%
Dues & Subscriptions	800.00	-	800.00	0.00%
Gift Shop-to be funded by gift shop proceeds				
Gift Shop expenses	9,000.00	383.00	8,617.00	4.26%
Sales & Use Tax	500.00	156.34	343.66	31.27%
Credit card processing fees	1,000.00	50.00	950.00	5.00%
Total Museum	131,672.00	18,379.30	113,292.70	13.96%
<u>Other Parks & Recreation</u>				
Jersey Park Playground	1,000.00	400.00	600.00	40.00%
Pinewood Playground	500.00	400.00	100.00	80.00%
Clontz Park-pier maintenance	1,500.00	281.77	1,218.23	18.78%
Community Wellness Initiative	-	-	-	0.00%
Cypress Creek No Wake Zone	-	875.00	(875.00)	0.00%
SNAP Program	-	-	-	0.00%
Town Open Space Areas	-	-	-	0.00%
Waterworks Dam	-	-	-	0.00%
Waterworks Lake (park area)	500.00	-	500.00	0.00%
Haydens Lane Maintenance	1,500.00	28.77	1,471.23	1.92%

**Town of Smithfield
General Fund Operating Budget**

Description	Adopted Budget 2015/2016	Actual as of 08/31/15	Remaining Budget	% of budget
Veterans War Memorial	1,000.00	444.35	555.65	44.44%
Fireworks	2,000.00	-	2,000.00	0.00%
Total Parks & Recreation	8,000.00	2,429.89	5,570.11	30.37%

COMMUNITY DEVELOPMENT

Pinewood Heights

Non-CDBG Contributed Operating Expenses

Administration

Management Assistance		757.71	(757.71)	100.00%
Monitoring/Closeout		-	-	#DIV/0!

Permanent Relocation

Owner Occupied Households		-	-	0.00%
Renter Occupied Households		853.00	(853.00)	100.00%
Moving Costs		3,300.00	(3,300.00)	100.00%
Relocation Specialist		105.00	(105.00)	100.00%

Acquisition

Owner Acquisition		509.00	(509.00)	100.00%
Renter Acquisition		-	-	0.00%
Vacant Lot Acquisition		286.00	(286.00)	100.00%
Appraisal/Legal		1,650.00	(1,650.00)	100.00%

Acquisition Specialist

		-	-	0.00%
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Clearance & Demolition

		-	-	0.00%
Subtotal Non CDBG		7,460.71	(7,460.71)	100.00%

CDBG Contributed Operating Expenses

Permanent Relocation

Owner Occupied Households		-	-	0.00%
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**Town of Smithfield
General Fund Operating Budget**

Description	Adopted Budget 2015/2016	Actual as of 08/31/15	Remaining Budget	% of budget
Renter Occupied Households		-	-	0.00%
Acquisition				
Owner Occupied		69,000.00	(69,000.00)	100.00%
Clearance & Demolition				
Planning Grant-Phase III	-	-	-	0.00%
Subtotal CDBG		69,000.00	(69,000.00)	100.00%
Total Pinewood Heights Contributions	-	76,460.71	(76,460.71)	100.00%
Contributions-Community Development				
Old Courthouse Contribution	5,000.00	-	5,000.00	0.00%
Historic Smithfield	-	-	-	0.00%
Chamber of Commerce	6,000.00	-	6,000.00	0.00%
Christian Outreach	14,000.00	-	14,000.00	0.00%
Genieve Shelter	9,000.00	-	9,000.00	0.00%
TRIAD	3,900.00	-	3,900.00	0.00%
Tourism Bureau	198,049.00	2,186.00	195,863.00	1.10%
Western Tidewater Free Clinic	34,000.00	-	34,000.00	0.00%
YMCA Projects	50,000.00	-	50,000.00	0.00%
Total Contributions-Community Development	319,949.00	2,186.00	317,763.00	0.68%
PUBLIC WORKS				
Planning, Engineering & Public Works				
Salaries	189,540.00	34,158.63	155,381.37	18.02%
FICA	15,165.00	2,498.53	12,666.47	16.48%
VSRS	15,260.00	2,543.11	12,716.89	16.67%
Health	33,275.00	5,851.37	27,423.63	17.58%
Disability	1,000.00	50.16	949.84	5.02%
Uniforms	2,500.00	158.69	2,341.31	6.35%
Contractual	7,000.00	327.28	6,672.72	4.68%

**Town of Smithfield
General Fund Operating Budget**

Description	Adopted Budget 2015/2016	Actual as of 08/31/15	Remaining Budget	% of budget
GIS	2,400.00	-	2,400.00	0.00%
Recycling-2% CPI-U	236,640.00	38,396.04	198,243.96	16.23%
Trash Collection-2% CPI-U	240,000.00	37,410.52	202,589.48	15.59%
Street Lights	5,000.00	98.71	4,901.29	1.97%
Communications	12,000.00	1,785.95	10,214.05	14.88%
Safety Meetings/Safety Expenses	5,000.00	274.13	4,725.87	5.48%
Insurance	8,515.00	2,029.00	6,486.00	23.83%
Materials & Supplies	5,000.00	866.33	4,133.67	17.33%
Accreditation	-	-	-	0.00%
Repairs & Maintenance	5,000.00	-	5,000.00	0.00%
Gas & Tires	7,500.00	942.38	6,557.62	12.57%
Travel & Training	8,000.00	289.00	7,711.00	3.61%
Litter Control Grant	3,318.00	-	3,318.00	0.00%
Dues & Subscriptions	2,000.00	170.00	1,830.00	8.50%
Other	3,000.00	535.00	2,465.00	17.83%
Total Public Works	807,113.00	128,384.83	678,728.17	15.91%

PUBLIC BUILDINGS

Public Buildings

Salaries	27,300.00	3,164.51	24,135.49	11.59%
FICA	2,185.00	260.42	1,924.58	11.92%
Contractual	18,000.00	7,710.73	10,289.27	42.84%
Communications	3,000.00	200.81	2,799.19	6.69%
Utilities	54,000.00	3,746.37	50,253.63	6.94%
Insurance	11,265.00	2,625.00	8,640.00	23.30%
Materials & Supplies	5,000.00	603.58	4,396.42	12.07%
Repairs & Maintenance	36,000.00	6,763.01	29,236.99	18.79%
Rent Expense-Office Space	4,800.00	1,200.00	3,600.00	25.00%
Other	1,000.00	(6.29)	1,006.29	-0.63%
Total Public Buildings	162,550.00	26,268.14	136,281.86	16.16%

OTHER FINANCING USES

Other Financing Uses

Transfers to Operating Reserves	-	-	#DIV/0!
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**Town of Smithfield
General Fund Operating Budget**

Description	Adopted Budget 2015/2016	Actual as of 08/31/15	Remaining Budget	% of budget
Transfers to Restricted Reserves-Special Projects (Pinewood)		-	-	#DIV/0!
Transfers to Restricted Reserves-Building Ren or Land Purchase		-	-	#DIV/0!
Total Transfers To Reserves	-	-	-	#DIV/0!
DEBT SERVICE				
Debt Service				
Principal Retirement				
Public Building Acquisition-TM/PD	21,574.00	-	21,574.00	0.00%
HVAC	16,550.00	2,712.01	13,837.99	16.39%
Rescue Squad/Ball fields	48,930.00	7,227.75	41,702.25	14.77%
Line of Credit	450,000.00	-	450,000.00	0.00%
Interest and fiscal charges				
Public Building Acquisition-TM/PD	31,480.00	-	31,480.00	0.00%
HVAC	1,155.00	245.05	909.95	21.22%
Rescue Squad/Ball fields	12,430.00	1,975.88	10,454.12	15.90%
Line of Credit	7,000.00	-	7,000.00	0.00%
Total Debt Service	589,119.00	10,184.81	576,958.31	1.73%
Total General Fund Expenses	6,197,967.00	908,407.32	5,287,583.80	14.66%
Less Expenses related to capital projects:				
Legal Fees		-	-	
Professional Fees	(27,500.00)	(9,739.50)	(17,760.50)	
Pinewood Heights Relocation Project Expenses	-	(76,460.71)	76,460.71	
Pinewood Heights Line of Credit Expenses	(462,430.00)	(1,975.88)	(460,454.12)	
Total Non-operating Expenses	(489,930.00)	(88,176.09)	(401,753.91)	18.00%
Total General Fund Operating Expenses	5,708,037.00	820,231.23	4,885,829.89	14.37%
Net Operating Reserve (+/-)	252,048.00	105,919.38	148,104.50	42.02%
Net Reserve (+/-)	669,618.00	130,258.00	541,335.88	19.45%

Adopted Budget 2015/2016	Actual 8/31/2015	Remain Budget	% of Budget
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Net Operating Reserves (Deficit)	669,618.00	130,258.00	539,360.00	19.45%
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Capital Outlay
General Fund

GENERAL GOVERNMENT				
COMMUNITY DEVELOPMENT				
Pinewood Heights Relocation-CIP				
Non CDBG Capital Acquisition				
Owner Occupied Units				#DIV/0!
Renter Occupied Units		-	-	#DIV/0!
Vacant Lots		(24,000.00)		#DIV/0!
Subtotal Non CDBG Capital Acquisition	-	(24,000.00)	-	#DIV/0!
CDBG Capital Acquisition				
Owner Occupied Units		(12,000.00)	12,000.00	#DIV/0!
Renter Occupied Units		-		#DIV/0!
Vacant Lots		-		#DIV/0!
		(12,000.00)	12,000.00	
Subtotal CDBG Capital Acquisition	-	(12,000.00)	12,000.00	#DIV/0!
Total Pinewood Heights Relocation CIP	-	(36,000.00)	12,000.00	100.00%
TOWN COUNCIL				
None		-	-	
TREASURER				
MUNIS Conversion	(157,525.00)		(157,525.00)	0.00%
PARKS, RECREATION AND CULTURAL				
Smithfield Center Main Hall Speaker System	(8,560.00)		(8,560.00)	0.00%
WC Park Building Stabilization	(9,940.00)	(9,940.00)	-	100.00%
Kayak Storage	-	-	-	0.00%
Playground repairs	-	-	-	0.00%
Ball Fields possible purchase (deposits made)	-	-	-	0.00%

	Adopted Budget 2015/2016	Actual 8/31/2015	Remain Budget	% of Budget
PUBLIC SAFETY				
Police				
Police Vehicles	(99,173.00)	(75,618.00)	(23,555.00)	76.25%
Tough Book MDTs/docking stations/workstation-3	(41,520.00)	(8,700.00)	(32,820.00)	20.95%
In Car Cameras-3	(35,700.00)	-	(35,700.00)	0.00%
PUBLIC WORKS				
Vehicles and Equipment	(14,000.00)	-	(14,000.00)	0.00%
Great Springs Road-Sidewalk	(100,000.00)		(100,000.00)	0.00%
Storage Shed	(7,200.00)		(7,200.00)	0.00%
PUBLIC BUILDINGS				
Police Evidence Building Improvements	(196,000.00)	-	(196,000.00)	0.00%
Storage Building Improvements	-	-	-	#DIV/0!
Net Capital Outlay	(669,618.00)	(130,258.00)	(563,360.00)	19.45%
Net Reserves (Deficit) after capital outlay	-	-	(24,000.00)	#DIV/0!

**Town of Smithfield
Sewer Fund Budget**

	Adopted Budget 2015/2016	Balance as of 08/31/15	Remaining Budget	% of budget
Revenue				
Operating Revenues				
Sewer Charges	681,000.00	123,410.07	557,589.93	18.12%
Sewer Compliance Fee	496,000.00	82,906.13	413,093.87	16.71%
Miscellaneous Revenue	1,000.00	-	1,000.00	0.00%
Connection fees	39,500.00	11,730.00	27,770.00	29.70%
Total Operating Revenue	1,217,500.00	218,046.20	999,453.80	17.91%

**Town of Smithfield
Sewer Fund Budget**

Description	Adopted Budget 2015/2016	Balance as of 08/31/15	Remaining Budget	% of budget
Expenses				
Operating Expenses				
Salaries	270,900.00	33,782.89	237,117.11	12.47%
FICA	21,675.00	2,414.22	19,260.78	11.14%
VSRS	20,180.00	3,017.40	17,162.60	14.95%
Health	56,225.00	7,615.77	48,609.23	13.55%
Uniforms	2,500.00	332.92	2,167.08	13.32%
Audit & Legal Fees	14,750.00	842.50	13,907.50	5.71%
Accreditation	-	-	-	0.00%
HRPDC sewer programs	887.00	197.50	689.50	22.27%
Professional Fees	15,000.00	-	15,000.00	0.00%
Maintenance & Repairs	63,125.00	11,447.08	51,677.92	18.13%
VAC Truck Repairs & Maintenance	7,500.00	38.25	7,461.75	0.51%
Data Processing	14,000.00	2,206.54	11,793.46	15.76%
Dues & Subscriptions	50.00	29.00	21.00	58.00%
Utilities	51,000.00	2,803.71	48,196.29	5.50%
SCADA Expenses	6,000.00	730.79	5,269.21	12.18%
Telephone	12,000.00	1,416.09	10,583.91	11.80%
Insurance	17,270.00	4,111.00	13,159.00	23.80%
Materials & Supplies	46,000.00	5,235.34	40,764.66	11.38%
Truck Operations	12,000.00	770.74	11,229.26	6.42%
Travel & Training	4,000.00	-	4,000.00	0.00%
Contractual	3,500.00	151.20	3,348.80	4.32%
Miscellaneous	600.00	38.50	561.50	6.42%

**Town of Smithfield
Sewer Fund Budget**

	Adopted Budget 2015/2016	Balance as of 08/31/15	Remaining Budget	% of budget
Bad Debt Expense	-	-	-	0.00%
Bank service charges	-	-	-	#DIV/0!
Total Sewer Fund Operating Expenses before D&A Exp.	639,162.00	77,181.44	561,980.56	12.08%
Operating Income before D&A Expense	578,338.00	140,864.76	437,473.24	24.36%
Depreciation & Amort. Exp.	380,000.00	84,286.22	295,713.78	22.18%
Operating Income (Loss)	198,338.00	56,578.54	141,759.46	28.53%
Nonoperating Revenues (Expenses)				
Pro-rata Share Fees	-	-	-	0.00%
Availability Fees	103,000.00	31,040.00	71,960.00	30.14%
Contributed Capital-Smithfield Foods Rev Ln	11,890.00	-	11,890.00	0.00%
Interest Revenue	4,500.00	1,130.83	3,369.17	25.13%
Bond issue costs	-	-	-	0.00%
Interest Expense	(10,101.00)	(4,412.90)	(5,688.10)	43.69%
Total Nonoperating Revenues (Expenses)	109,289.00	27,757.93	81,531.07	25.40%
Net Income (loss)	307,627.00	84,336.47	223,290.53	27.42%
WORKING ADJUSTMENTS TO CAFR				
(FOR INTERNAL USE ONLY)				
Restricted revenues:				
Pro-rata Share Fees	-	-	-	#DIV/0!
Availability Fees	(103,000.00)	(31,040.00)	(71,960.00)	30.14%
Contributed Capital-Smithfield Foods Rev Ln	(11,890.00)	-	(11,890.00)	0.00%
Compliance Fee	(496,000.00)	(82,906.13)	(413,093.87)	16.71%
Bad Debt Expense	-	-	-	#DIV/0!
Depreciation & Amort. Exp.	380,000.00	84,286.22	295,713.78	22.18%
Additional debt service costs-principal expense	(97,940.00)	(97,940.00)	-	100.00%
Total adjustments to CAFR	(328,830.00)	(127,599.91)	(201,230.09)	38.80%
Working adjusted income	(21,203.00)	(43,263.44)	22,060.44	204.04%

	Adopted Budget 2015/2016	Actual 8/31/2015	Remaining Budget	% of Budget
Sewer Fund				
Working adjusted income	(21,203.00)	(43,263.44)	22,060.44	204.04%
Sewer SSO Consent Order	-	-	-	#DIV/0!
MOA Compliance Plan	(40,000.00)		(40,000.00)	0.00%
MOA Flow Monitoring	(25,000.00)	(7,700.00)	(17,300.00)	30.80%
MOA CIP Development	(28,000.00)		(28,000.00)	0.00%
RWWMP Development Coord Assistance	(20,000.00)		(20,000.00)	0.00%
Sewer Master Plan	(56,250.00)	-	(56,250.00)	0.00%
Construction Standards Update	(3,321.00)	-	(3,321.00)	0.00%
Work Order System		-	-	#DIV/0!
PW Security Gate		-	-	#DIV/0!
Main St & Mason ST CCTV & CIPP Lining		-	-	#DIV/0!
Removal, repair, replacement fiberglass pump		-	-	#DIV/0!
Antenna Poles at Jordan & Riverside Dr Pump Stations		-	-	#DIV/0!
SCADA Towers-Drummonds, Jersey Park, Watson		-	-	#DIV/0!
Arc Flash		-	-	#DIV/0!
Bypass Pump-Main Street		-	-	#DIV/0!
4" Fairbanks Morse Submersible Run-Dry Pump-Moonefield		-	-	#DIV/0!
4" Fairbanks Morse Submersible Run-Dry Pump-Crescent		-	-	#DIV/0!
4" Fairbanks Morse Submersible Run-Dry Pump-Lakeside		-	-	#DIV/0!
Sewer Main Repair-200 Block of Main Street		(17,753.00)	17,753.00	#DIV/0!
Sewer Main Repair-Institute & 228 Main		-	-	#DIV/0!
Sewer extension-Carver & Pinewood		-	-	#DIV/0!
Main Street Pump Station-purchase/installation of bypass pump		-	-	#DIV/0!
Main Street/Mason-CCTV & CIPP Lining		-	-	#DIV/0!
Main Street (Commerce) Electrical upgrades-damaged		-	-	#DIV/0!
By-pass pump-(which lift station)	(100,000.00)		(100,000.00)	0.00%
Sewer Capital Repairs	(100,000.00)	-	(100,000.00)	0.00%
Pump Station Upgrades		-	-	#DIV/0!
Truck/Equipment	(16,500.00)	-	(16,500.00)	0.00%
Net Capital Outlay	(389,071.00)	(25,453.00)	(363,618.00)	6.54%
Net Reserves (Deficit) after capital outlay	(410,274.00)	(68,716.44)	(341,557.56)	16.75%
Funding from Development Escrow	56,250.00	-	-	
Reserves from Sewer Capital Escrow Account	100,000.00	-	100,000.00	0.00%
Funding from Sewer Compliance Fee	213,000.00	17,753.00	195,247.00	8.33%
Draw from operating reserves	41,024.00	-	41,024.00	0.00%
Funding from Bond Escrow (released from refinance)		-	-	#DIV/0!
Net Cashflow	-	(50,963.44)	(5,286.56)	#DIV/0!

**Town of Smithfield
Water Fund Budget**

Description	Adopted Budget 2015/2016	Balance as of 08/31/15	Remaining Budget	% of budget
Revenue				
Operating Revenue				
Water Sales	1,423,185.00	69,867.42	1,353,317.58	4.91%
Debt Service Revenue	189,712.00	9,880.80	179,831.20	5.21%
Miscellaneous	1,000.00	98.00	902.00	9.80%
Connection fees	16,500.00	4,660.00	11,840.00	28.24%
Application Fees	8,654.00	1,925.00	6,729.00	22.24%
Total Operating Revenue	1,639,051.00	86,431.22	1,552,619.78	5.27%

**Town of Smithfield
Water Fund Budget**

Description	Adopted Budget 2015/2016	Balance as of 08/31/15	Remaining Budget	% of budget
Expenses				
Salaries	404,060.00	53,396.93	350,663.07	13.22%
FICA	32,325.00	3,955.38	28,369.62	12.24%
VSRS	28,115.00	4,075.73	24,039.27	14.50%
Health	67,885.00	8,902.58	58,982.42	13.11%
Uniforms	3,255.00	207.24	3,047.76	6.37%
Contractual	12,000.00	6,736.00	5,264.00	56.13%
Legal & Audit	15,000.00	842.50	14,157.50	5.62%
Accreditation	-	-	-	#DIV/0!
Maintenance & Repairs	21,000.00	-	21,000.00	0.00%
Water Tank Maintenance	105,091.00	26,181.44	78,909.56	24.91%
Professional Services	20,000.00	8,217.50	11,782.50	41.09%
Regional Water Supply Study	1,689.00	425.25	1,263.75	25.18%
Data Processing	14,000.00	2,206.54	11,793.46	15.76%
Utilities	2,000.00	(23.04)	2,023.04	-1.15%
Communications	13,000.00	1,416.10	11,583.90	10.89%
Insurance	26,900.00	6,381.00	20,519.00	23.72%
Materials & Supplies	75,000.00	7,600.37	67,399.63	10.13%
Gas and Tires	15,000.00	1,230.98	13,769.02	8.21%
Dues & Subscriptions	1,000.00	-	1,000.00	0.00%
Bank service charges	1,200.00	257.13	942.87	21.43%
Travel and Training	4,000.00	198.00	3,802.00	4.95%
Miscellaneous	9,500.00	2,222.98	7,277.02	23.40%
RO Annual costs				
Power	103,560.00	8,916.00	94,644.00	8.61%

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**Town of Smithfield
Water Fund Budget**

Description	Adopted Budget 2015/2016	Balance as of 08/31/15	Remaining Budget	% of budget
Chemicals	57,332.00	-	57,332.00	0.00%
HRSD	269,800.00	25,761.29	244,038.71	9.55%
Supplies	20,000.00	2,676.89	17,323.11	13.38%
Communication	9,030.00		9,030.00	0.00%
Travel and training	2,500.00		2,500.00	0.00%
Dues & Subscriptions	400.00	400.00	-	100.00%
Maintenance and Repairs	40,000.00	6,660.68	33,339.32	16.65%
Bad debt expense	-	-	-	0.00%
Total Water Fund Operating Expenses before D&A Exp.	1,374,642.00	178,845.47	1,195,796.53	13.01%
Operating Income before D&A Expense	264,409.00	(92,414.25)	356,823.25	-34.95%
Depreciation & Amortization Expense	365,000.00	56,537.39	308,462.61	15.49%
Operating Income (Loss)	(100,591.00)	(148,951.64)	48,360.64	148.08%
Nonoperating Revenues (Expenses)				
Pro-Rata Share Fees	-	-	-	#DIV/0!
Availability Fees	68,000.00	20,680.00	47,320.00	30.41%
Insurance Recoveries	-	-	-	#DIV/0!
Cash Proffers-Water Tank			-	#DIV/0!
Interest Revenue	6,800.00	1,293.93	5,506.07	19.03%
Well Nest Construction Contribution	(70,000.00)	-	(70,000.00)	0.00%
Interest Expense	(42,583.00)	(19,951.59)	(22,631.41)	46.85%
Total Nonoperating Revenues (Expenses)	(37,783.00)	2,022.34	(39,805.34)	-5.35%
Net Income (Loss)	(138,374.00)	(146,929.30)	8,555.30	106.18%
WORKING ADJUSTMENTS TO CAFR				
(FOR INTERNAL USE ONLY)				
Restricted revenues:				
Pro-rata Share Fees	-	-	-	#DIV/0!
Availability Fees	(68,000.00)	(20,680.00)	(47,320.00)	30.41%
Bad Debt Expense	-	-	-	#DIV/0!
Debt Service Revenue	(189,712.00)	(9,880.80)	(179,831.20)	5.21%
Depreciation & Amort. Exp.	365,000.00	56,537.39	308,462.61	15.49%
Additional debt service costs-principal expe	(381,887.00)	(256,265.45)	(125,621.55)	67.11%

**Town of Smithfield
Water Fund Budget**

Description	Adopted Budget 2015/2016	Balance as of 08/31/15	Remaining Budget	% of budget
Total adjustments to CAFR	(274,599.00)	(230,288.86)	(44,310.14)	83.86%
Working adjusted income	(412,973.00)	(377,218.16)	(35,754.84)	91.34%

Adopted Budget 2015/2016	Actual 8/31/2015	Remain Budget	% of Budget
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Water Fund

Net Operating Reserves (Deficit)	(412,973.00)	(377,218.16)	(35,754.84)	91.34%
Construction Standards Update	(3,321.00)	-	(3,321.00)	0.00%
Water Master Plan	(56,250.00)	-	(56,250.00)	0.00%
Vehicle/Equipment	(16,500.00)	-	(16,500.00)	0.00%
RO auxiliary diesel fuel tank (generator)	(5,100.00)	-	(5,100.00)	0.00%
RO Cleaning System Upgrades	(18,000.00)	(5,953.93)	(12,046.07)	33.08%
RO 3rd Stage Removal	(15,000.00)	-	(15,000.00)	0.00%
System Improvements	(50,000.00)	-	(50,000.00)	0.00%
Main Street Water Main Upgrade Phase I	(240,094.00)	-	(240,094.00)	0.00%
Water line replacement (Cypress Creek Bridge)	(330,000.00)	-	(330,000.00)	0.00%
Net Capital Outlay	(734,265.00)	(5,953.93)	(728,311.07)	0.81%
Net Reserves (Deficit) after capital outlay	(1,147,238.00)	(383,172.09)	(764,065.91)	33.40%
Financing-Main St. Water Main, Water Line replace	570,094.00	-	-	-
Operating Reserves	121,834.00	-	121,834.00	0.00%
Water Treatment Escrow	38,100.00	-	38,100.00	0.00%
Water Development Escrow	56,250.00	-	56,250.00	0.00%
Water Capital Escrow	50,000.00	-	50,000.00	0.00%
Debt Service fees applied to debt	310,960.00	238,265.01	72,694.99	76.62%
Net Cashflow	-	(144,907.08)	(425,186.92)	#DIV/0!

**Town of Smithfield
Highway Fund**

Description	Adopted Budget 2015/2016	Balance as of 08/31/15	Remaining Budget	% of budget
Revenue				
Interest Income	185.00	34.30	150.70	18.54%
Sale of equipment	6,000.00	-	6,000.00	0.00%
Revenue - Commwlth of VA	1,061,479.00	-	1,061,479.00	0.00%
Total Highway Fund Revenue	1,067,664.00	34.30	1,067,629.70	0.00%

**Town of Smithfield
Highway Fund**

Description	Adopted Budget 2015/2016	Balance as of 08/31/15	Remaining Budget	% of budget
Expenses				
Salaries	238,150.00	32,031.87	206,118.13	13.45%
FICA	19,055.00	2,309.52	16,745.48	12.12%
VSRS	18,070.00	3,011.27	15,058.73	16.66%
Health	41,680.00	7,054.53	34,625.47	16.93%
Uniforms	3,100.00	525.68	2,574.32	16.96%
Engineering	-	-	-	0.00%
Grass	20,000.00	1,486.19	18,513.81	7.43%
Maintenance	560,701.00	31,000.12	529,700.88	5.53%
Asphalt/Paving		9,450.17	(9,450.17)	
Ditching		15,899.00	(15,899.00)	
Traffic Control devices		983.21	(983.21)	
Other (maintenance)		-	-	
Other (lawnmowers, landscaping, etc)		4,667.74	(4,667.74)	
Structures and Bridges		-	-	
Ice and Snow removal		-	-	
Administrative		-	-	
Storm Maintenance		-	-	
Street Lights	106,000.00	8,455.28	97,544.72	7.98%
Insurance	14,372.00	3,478.00	10,894.00	24.20%
Miscellaneous-bank charges			-	0.00%
VAC Truck Repairs	2,500.00	13.53	2,486.47	0.54%
Gas and Tires	10,000.00	727.10	9,272.90	7.27%
Stormwater Management Program (regional)	1,215.00	473.75	741.25	38.99%
Total Highway Fund Expense	1,034,843.00	90,566.84	944,276.16	8.75%
Net Reserves (+/-)	32,821.00	(90,532.54)	123,353.54	-275.84%

Adopted Budget 2015/2016	Actual 8/31/2015	Remain Budget	% of Budget
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HIGHWAY

Net Operating Reserves (Deficit)	32,821.00	(90,532.54)	123,353.54	-275.84%
Construction Standards Update	(3,321.00)		(3,321.00)	0.00%
Vehicles	(16,500.00)	-	(16,500.00)	0.00%
Beautification	(5,000.00)		(5,000.00)	0.00%
Mower	(8,000.00)	-	(8,000.00)	0.00%
Net Capital Outlay	(32,821.00)	-	(32,821.00)	0.00%
Net Reserves (Deficit) after capital outlay	0.00	(90,532.54)	90,532.54	275.84%

Carryover from FY2015

117,741.00

Net Adjusted Reserves (deficit)

27,208.46

Notes: August 2015

GENERAL FUND

Revenues:

Current/Delinquent RE & PP

All real estate and personal property revenue collected for tax years 2014 and prior are reflected as delinquent taxes. All 2015 revenues will be shown as current once billings are prepared this fall. In August, however, the Town did receive its annual personal property tax relief of \$240,794 from the state that is reflected under current personal property.

Cigarette Tax

Sold 48000 cigarette stamps in July for a total of \$15,502. This was only slightly below sales for July 2014 of \$16,770. Also sold 48000 stamps in August compared to 31,000 for the same period last year. Revenues are \$4016 higher than August 2014.

Transient Occupancy

Transient occupancy tax payments for July 2015 totaled \$55,220 which was even higher than July 2014 revenue of \$49,545. This revenue was accrued for June 2015, however, so it was backed out of the 2015 revenue. We will not reflect transient occupancy tax for FY2016 until the quarter ending September 30 is paid in October.

Meals Tax

Meals tax revenues of \$220,329 were collected in July 2015. Like TO, these revenues were accrued for June 2015 and backed out of 2015 totals. FY2016 revenue reflects collections beginning in August for those businesses that pay monthly verses quarterly. For August 2015, we have collected \$18,603 more than prior year.

Communications Tax

Communications tax from the state runs 2 months behind so we will not reflect revenue for FY2016 until the September statements.

Sales Tax

Sales tax from IOW County also runs 2 months behind since it is received from the state. Again, we will not reflect income for FY2016 until September.

Consumption Tax/Utility Tax

Utility/Consumption taxes are generally very flat and do not vary much from year to year. The August utility tax is \$307 higher and consumption is \$258 higher than prior year.

Business License Tax

Business license taxes are due on April 15 so most of this line item is collected in the spring. The \$12,485 posted July reflects collection of delinquent licenses for 2012 through 2014 as well as new business and delinquent accounts for 2015.

Permits & other licenses

Permits and other licenses is made up of sign permits (\$85), zoning permits (\$825), yard sale permits (\$240), E&S fees (\$750 from Dominion Bldg for 5 lots on Monticello Ct), ROW permit (\$350) and the PEG Channel fee (Charter) of \$459.

Inspection Fees

Dominion Building paid \$300 for Monticello Court Lots 53-57.

Review Fees

Review fees through August 2015 are as follows:
Roddham T. Delk, Jr.- \$150-plat review
Cypress Creek Development \$300-2 plat reviews

Fines & Costs

Fines and costs received from Isle of Wight (\$1685) and directly to the Town (parking tickets-\$100) are \$4938 than revenue for the same period in FY2015.

Kayak Rentals

Since this line item is seasonal, the summer months are very strong for rentals. July/Aug 2014 rentals totaled \$2575 compared to the \$4815 collected in 2015.

Reserves-Pinewood Escrow

As of August 31, 2015 we have used \$79,332 of the June 2015 \$138,200 balance in reserves for the Pinewood Project. We have applied for reimbursement of \$81,000 so our reserve will be completely refunded upon payment from VDHCD.

From Operating Reserves

As of Aug 31, we utilized \$473,413 of prior year reserves to finance current month operations. This is not unusual considering that most of the revenues collected in Jul/Aug were accrued on the June financial statements. This should flatten out as we start recording current year revenues in the next few months.

Expenses:

All Departments

Salaries

Salaries have been reduced by accrued payroll entries for June 2015.

Insurance

1st quarterly payment has been made to VML for property casualty/workers' compensation insurance.

Dues & Subscriptions

Most of the dues and subscriptions are paid in the first few months of the new fiscal year so percentages will run high in most departments for this line item.

Town Council

Legal fees

Includes \$9005 from Troutman Sanders regarding annexation consulting.

Professional services

Professional services paid through July are as follows:
Frazier Associates-\$1292.50 for Smithfield Cary & Main (checking on this-think it might be sewer related).
Insercorp-\$3750-town website design
Alpha \$2047-Pierceville Property
Kimley-Horn-\$2650-Smithfield Baseball evaluation

Treasurer

Service Contracts

Includes \$4135 to BAI Municipal Software for annual software support services and web payments package. We will be fully utilizing BAI this year as we begin the transition to MUNIS. Also includes monthly maintenance fee of \$174 to Computer Plus (maintenance of all printers) and quarterly payment of \$529.62 to IBM for the AS400.

Police

Service Contracts

Includes \$20,923 to Sungard Public Sector for OSSI system and State Livescan interface.

Insurance-LODA

This reflects an annual payment for Line of Duty Act benefits for our certified officers.

Special Events

Includes \$282.99 to AVES for COED PJ at National Night Out and \$204.94 to NATW for National Night Out banner.

Parks Recreation & Cultural

Smithfield Center

Travel & Training

Includes \$155.81 for employee retreat to James City County (paddle boards, kayak, refreshments) and \$485 for registration to the 2015 NRPA Annual Conference-A Musick.

Advertising

Cost includes \$3735 to Wedding Wire and \$1315 to Mar-bert & Associates (Hampton Roads Wedding Guide-1/4 page ad), \$500 to IOW County for in in VA Travel Guide, \$562.50 to Pilot Medical for add in VOW Bride, \$249 to the Smithfield Times, and \$196 to Printing Service.

Event Deposits

Refunded 5 customers in July for a total of \$1798.

Contributions-Parks, Recreation and Cultural

Hampton Roads Planning District Commission

1st quarterly payment of \$2069. As with last year, the actual invoice is greater than the adopted budget (\$399).

Isle of Wight Arts League

The Town paid its portion of the annual state matching grant and has submitted a request for the match share.

Friends of the Library

Paid \$3052 to The Friends of the Library as approved for needed building improvements.

Windsor Castle

Kayak/watersport expenses

Purchase of several paddle boards to add to the list of available rentals at the park.

Professional Services

Alpha Corporation - on call PM Services-Windsor Castle Outbuildings-\$9242.
Draper Aden-\$1640-Windsor Castle Park Expansion

Museum

Insurance

This was an oversight on my part during budget. Last year we did not include the museum staff in our workers' compensation allocation until year end so they did not get picked when reviewing the 2015 statements for budget projections.

Sales & Use Tax

This line item will increase as gift shop sales increase.

Other Parks & Recreation

Pinewood Playground

Hardwood Mulch-\$400- black mulch

Cypress Creek No-Wake Zone

L&L Marine-\$875- to post new signs

Veterans War Memorial

\$402.24 to Bennetts Creek Nurseries for petunias and begonias, \$18.37 to Dominion Virginia Power, and \$23.74 to monthly landscaping maintenance

Community Development

Pinewood Heights

We paid moving costs to one Section 8 renter in July -110 Carver and one homeowner-53 Carver- in August. We also acquired one homeowner property and 2 vacant lots in August. We have applied for reimbursement

of \$81000 from VDHCD. Budget will have to be amended for the remainder of Phase II and the new contract for Phase III.

Public Works

Other

Represents payment to Southern Shores for 2 overgrown lots that needed mowing.

Public Buildings

Contractual

Paid \$3472 to Windsor Fire Extinguisher for annual monitoring/inspections of the Police Dept, Town Manager's Office, and Town Hall and \$3534 to Fonality for phone software & support agreement for Town Hall & PD.

Other Financing Uses

Transfers to Operating Reserves

As of May 31, 2015, we have collected \$964,678 more in revenues than we have expensed. For the same period last year, our reserves totaled \$880,808. In April we recorded \$430,000 of note proceeds used to finance the purchase of the rescue squad building and renovations of the building or purchase of future ball fields. Only \$255,000 of that money has been spent to date.

CAPITAL OUTLAY

COMMUNITY DEVELOPMENT

Pinewood Heights

Purchased one owner occupied property and 2 vacant lots.

PARKS, RECREATION AND CULTURAL

WC Park Building Stabilization

Paid THG Construction \$9940 for work on the outbuildings.

PUBLIC SAFETY

Police Vehicles

Purchased 3 police vehicles from Southern Dodge Auto Group as budgeted.

Tough Book MDTs

3 New toughbooks for the 3 new vehicles.

SEWER

Revenues

Sewer Charges/Sewer Compliance

Sewer revenues including the sewer compliance fee billed for July were accrued on the June 2015 financial statements. Half of the August billing were also be accrued. The Jul/Aug billings/consumption will be reflected in the graphs in order to show continuous data for the utility system.

Connection Fees

Connection fees are collected sporadically throughout the fiscal year. In the month of July, we received payment for 6 connections at \$1580 (5/8" meters) and one at \$2250 (3/4" meter) putting us at almost 30% of the budget for the year.

Expenses

Salaries

Salaries have been reduced by accrued payroll entries for June 2015.

HRPDC-Sewer Programs

Paid 1st quarter dues to Hampton Roads Planning District Commission for wastewater program.

Maintenance & Repairs

Includes:

\$2494 to Wood Construction-2 lower radial cutter and 1 cutter ring
\$4509 to Wood Construction-1 Hydromatic 5HP Impeller and capacitor kit-Riverside/Rising Star
\$1800 to Dan White Concrete-concrete repairs-Jersey Park, Hillcrest Dr, Cary Street
\$2644 to REW Corporation-lighting issues at James St & Pinewood Pump Stations

Insurance

Represents payment of 1st quarter to VML for property/casualty and workers' comp insurance.

Nonoperating Revenues (Expenses)

Availability fees

Like connection fees, we have received 6 at \$4120 each and 1 at \$6320.

Interest Expense

Made payment on the 2 refinanced loans with VML VACO. This is a semi-annual payment.

WORKING ADJUSTMENTS TO CAFR

Additional debt service costs-principal expense

The refinanced loan is paid semi-annually but only has one principal payment for the year.
The next payment will be interest only.

SEWER CAPITAL

MOA Flow Monitoring

Paid \$7700 to REW for installation of flowmeter at Pinewood Pump Station.

Sewer Main Repair-200 Block of Main Street

Paid Lewis Construction \$17753 for repairs to 200 Block of Main Street.

WATER

Revenues

Water Charges/Debt Service Revenue

Like sewer, water revenues including the debt service fee billed for July were accrued on the June 2015 financial statements. Again, half of the August billing was accrued for June 2015 and the other half is shown on the August statements. This holds true for the debt service revenue as well. The graphs will again show the Jul/Aug billings/consumption for tracking/trend purposes.

Connection Fees

The Town has collected on 6 accounts at \$660 (5/8" meters) and 1 at \$700 (3/4" meter).

Expenses

Salaries

Salaries have been reduced by accrued payroll entries for June 2015.

Contractual

Paid \$5500 to HD Supply for annual neptune support contract for meter reading equipment.
This is a budgeted item.

Water Tank Maintenance

First quarterly payment to Caldwell for water tank maintenance as per our contract.

Professional Services

Includes \$7065 to Draper Aden for Well Nest/DEQ GWWP Compliance.

<u>HRPDC-Regional Water Supply</u>	Paid 1st quarter dues to Hampton Roads Planning District Commission for regional water program.
<u>Insurance</u>	Represents payment of 1st quarter to VML for property/casualty and workers' comp insurance.
<u>Miscellaneous</u>	Includes a quarterly payment to VDH-Waterworks Technical Assistance Fund (\$2,184.48). This is billed annually and is based on the number of water customers in the town's system. The rate for this billing is \$2.95 per connection.

Nonoperating Revenues (Expenses)

<u>Pro-rata share fees</u>	Collected on pro-rata share fees for 3 lots on Richmond Ave from HHJV LLC and 10 lots Montpelier Way (Smithfield Manor) from Dominion Building Corp.
<u>Availability Fees</u>	We have received 6 at \$2720 and 1 at \$4360.
<u>Interest Expense</u>	Represents payment on the 2 refinanced loans and the one remaining loan through VML VACO that are paid semi-annually.

WORKING ADJUSTMENTS TO CAFR

<u>Additional debt service costs-principal expense</u>	Principal was paid for the 3 of the VML VACO Loans. These are all paid semi-annually. There is one principal payment remaining for the year.
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HIGHWAY

Revenues

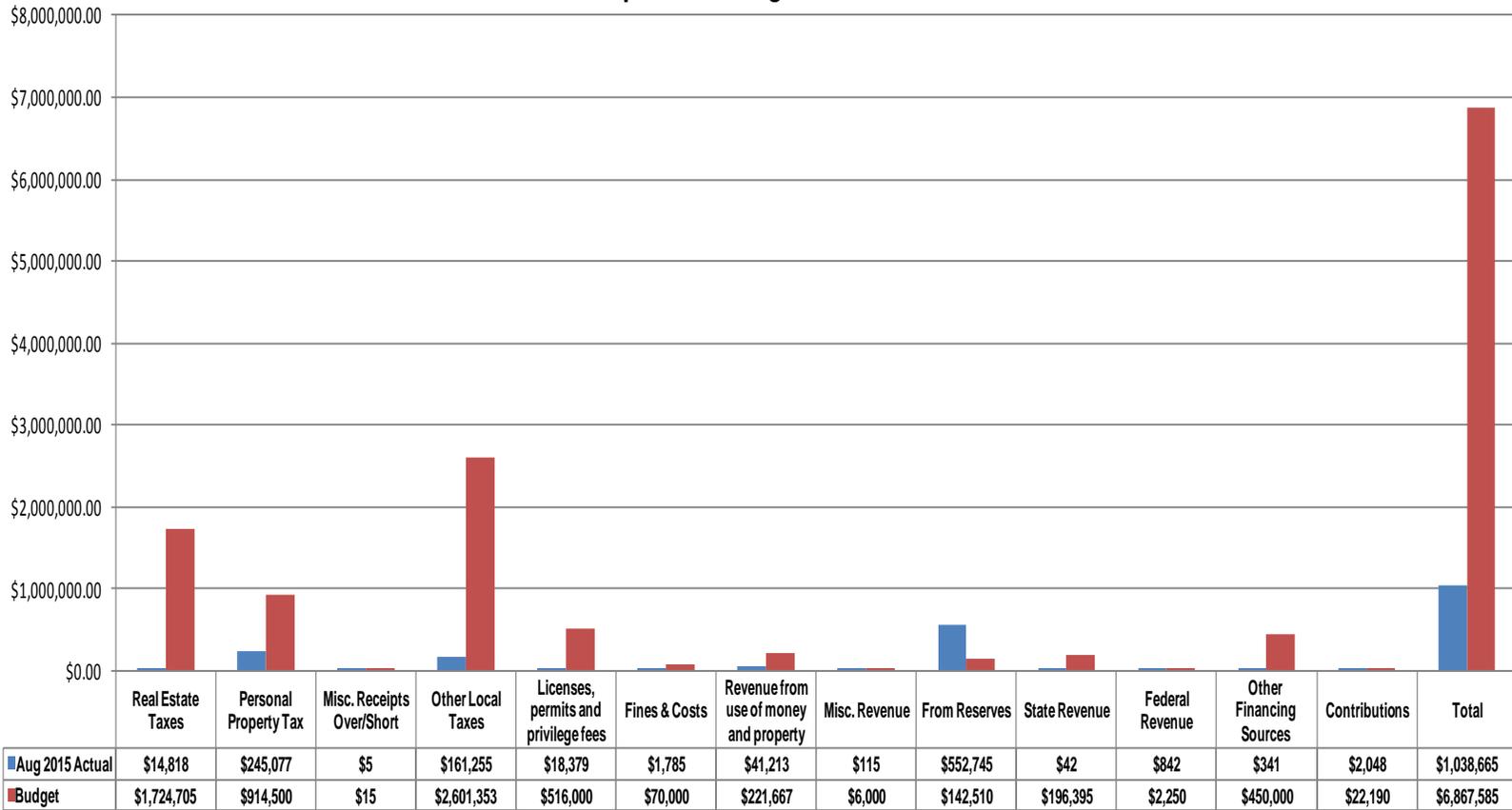
Revenue-Commonwealth of Virginia	Our first quarterly payment for the new fiscal year will not be received until the end of September or first of October.
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Expenses

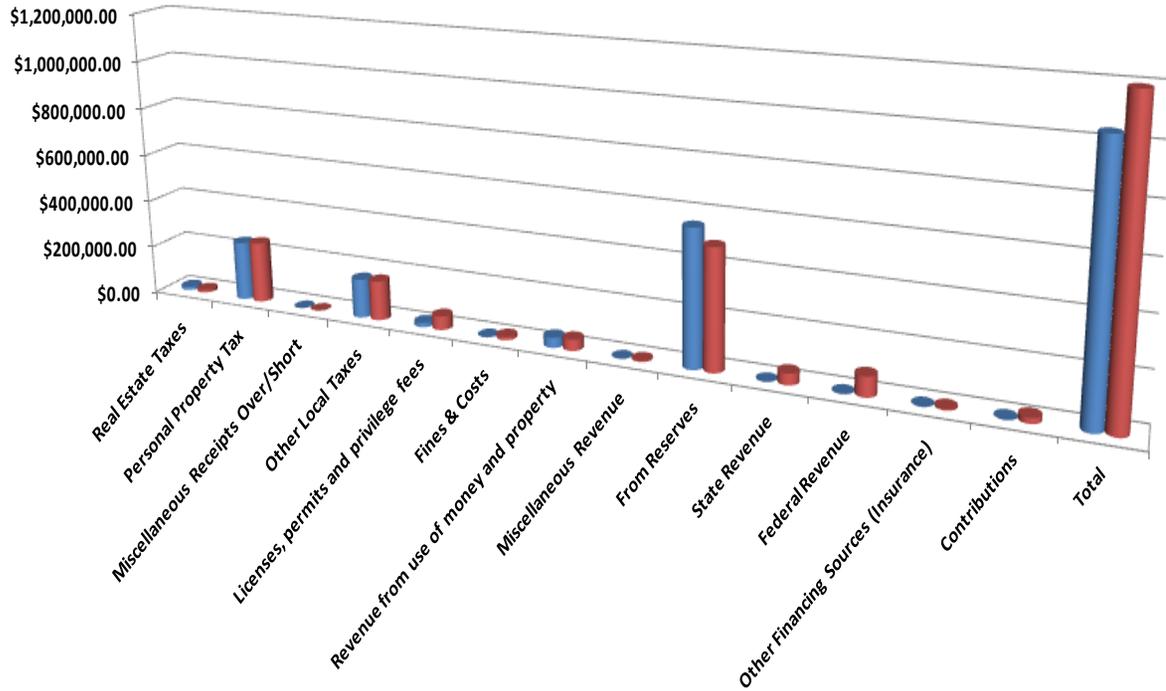
<u>Salaries</u>	Salaries have been reduced by accrued payroll entries for June 2015.
<u>Insurance</u>	Represents 1st of 4 quarterly payments to VML for property/casualty and workers' comp insurance.
<u>Stormwater Management Program (regional)</u>	Represents the 1st quarterly payment to HRPDC for the storm water program.

AUG 2015 FINANCIAL GRAPHS

August 2015 YTD General Fund Revenues Compared to Budget

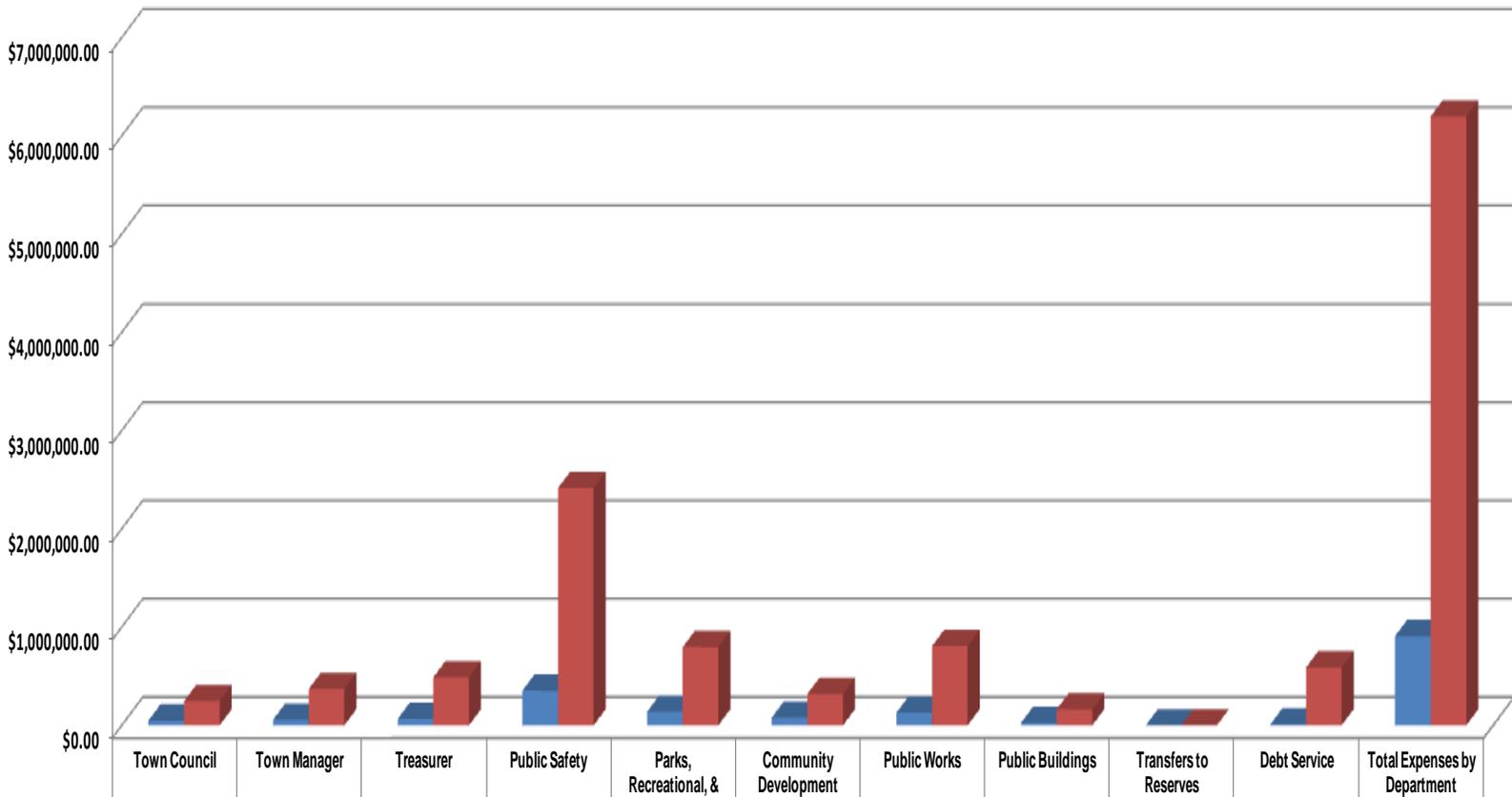


Aug 2015 YTD General Fund Revenue Compared to Aug 2014



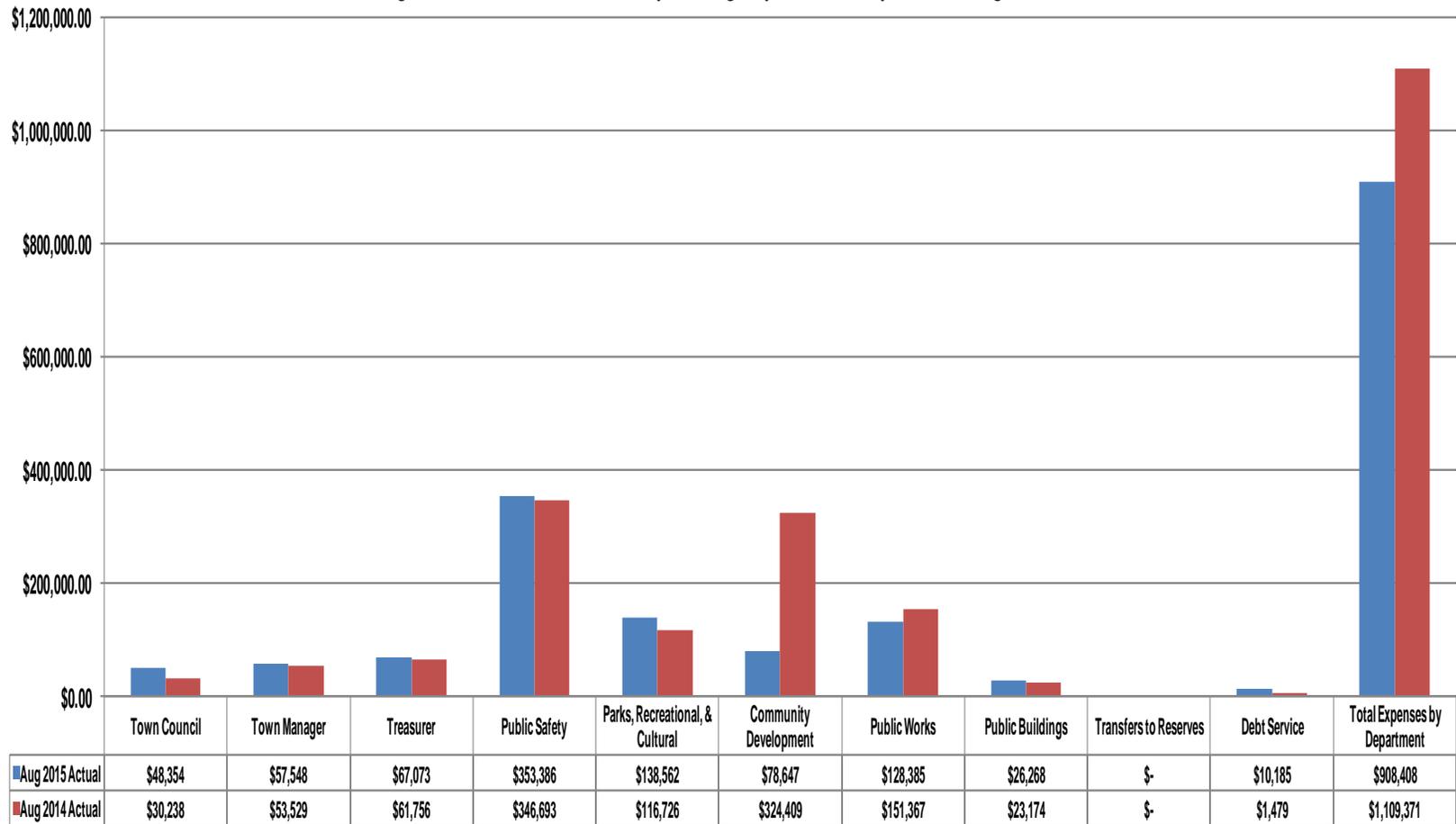
	Real Estate Taxes	Personal Property Tax	Miscellaneous Receipts Over/Short	Other Local Taxes	Licenses, permits and privilege fees	Fines & Costs	Revenue from use of money and property	Miscellaneous Revenue	From Reserves	State Revenue	Federal Revenue	Other Financing Sources (Insurance)	Contributions	Total
■ Aug 2015 Actual	\$14,818	\$245,077	\$5	\$161,255	\$18,379	\$1,785	\$41,213	\$115	\$552,745	\$42	\$842	\$341	\$2,048	\$1,038,665
■ Aug 2014 Actual	\$11,957	\$253,074	\$-	\$164,091	\$57,071	\$14,048	\$45,323	\$4,543	\$488,441	\$45,545	\$81,000	\$6,061	\$22,451	\$1,193,605

Aug 2015 YTD General Fund Operating Expenses Compared to Budget

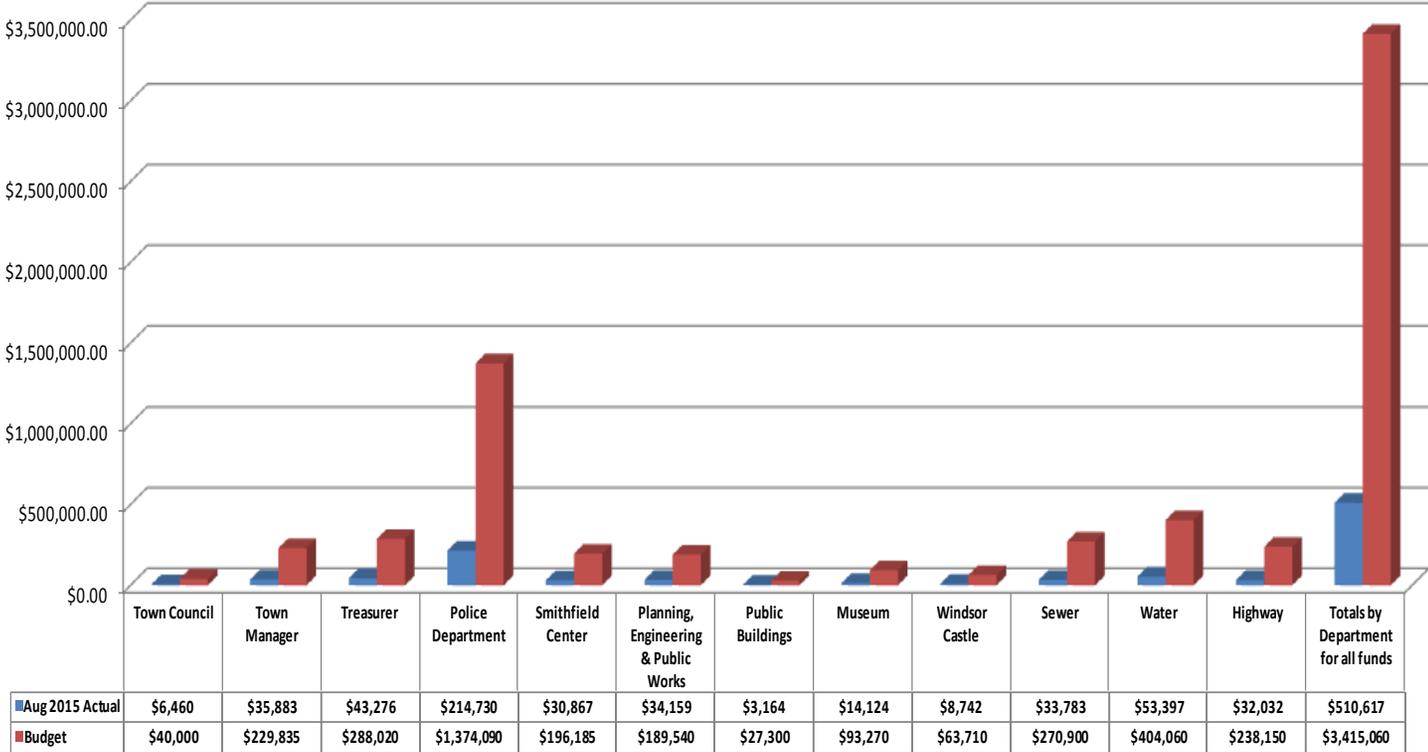


■ Aug 2015 Actual	\$48,354	\$57,548	\$67,073	\$353,386	\$138,562	\$78,647	\$128,385	\$26,268	\$-	\$10,185	\$908,408
■ Budget	\$247,012	\$369,730	\$489,975	\$2,416,105	\$796,414	\$319,949	\$807,113	\$162,550	\$-	\$589,119	\$6,197,967

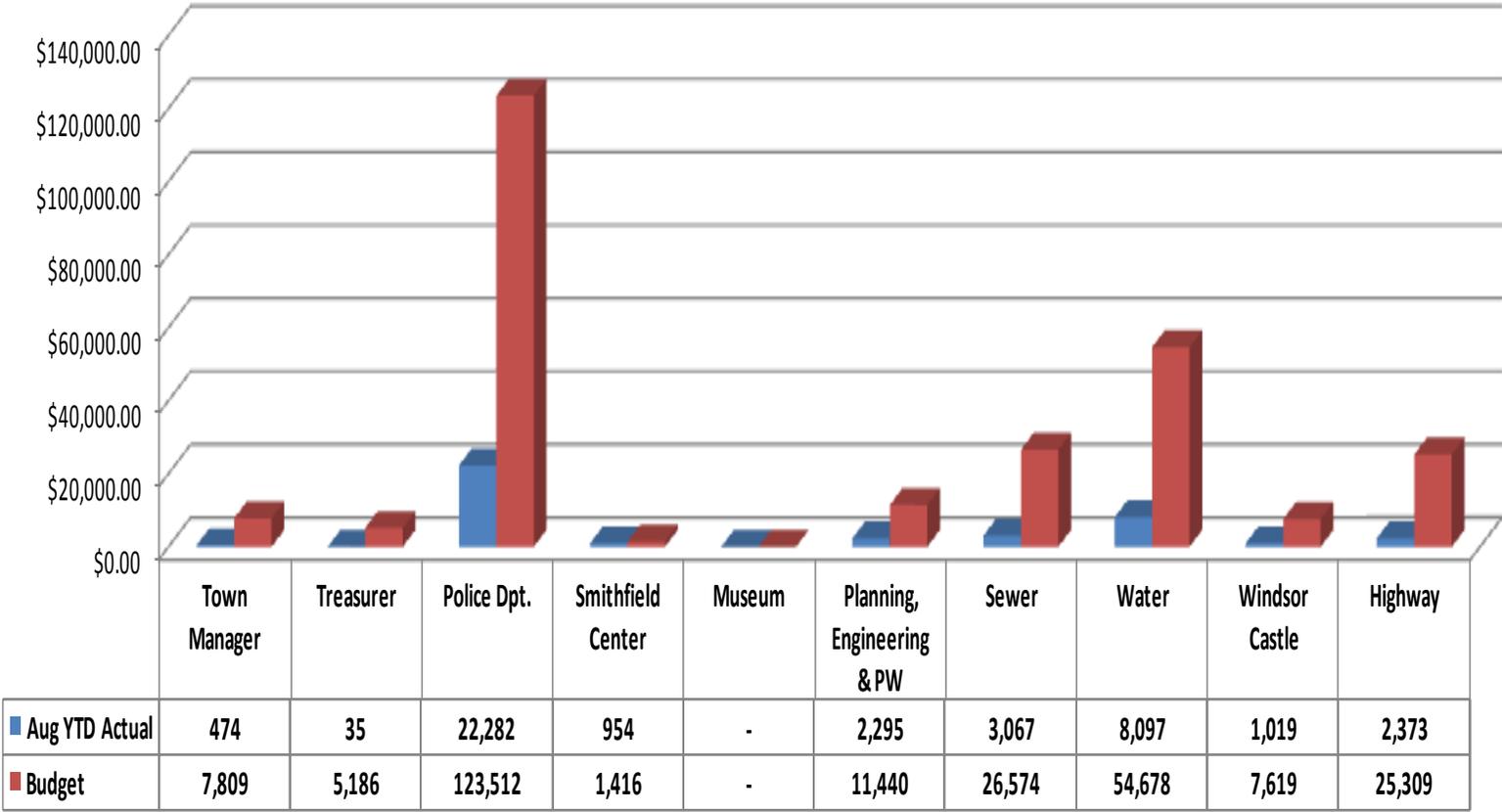
Aug 2015 YTD General Fund Operating Expenses Compared to Aug 2014



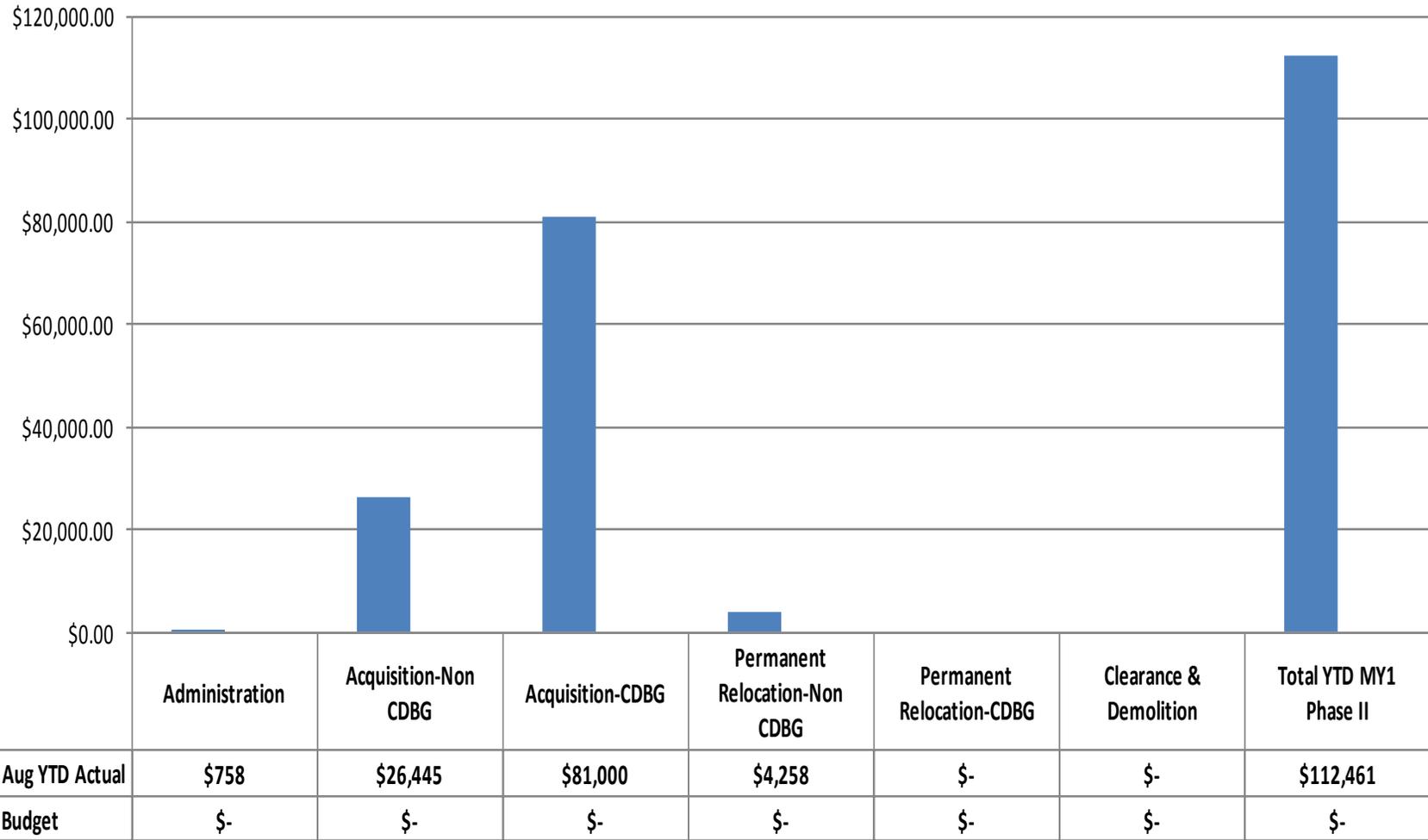
Aug 2015 YTD Salaries to Budget by Department



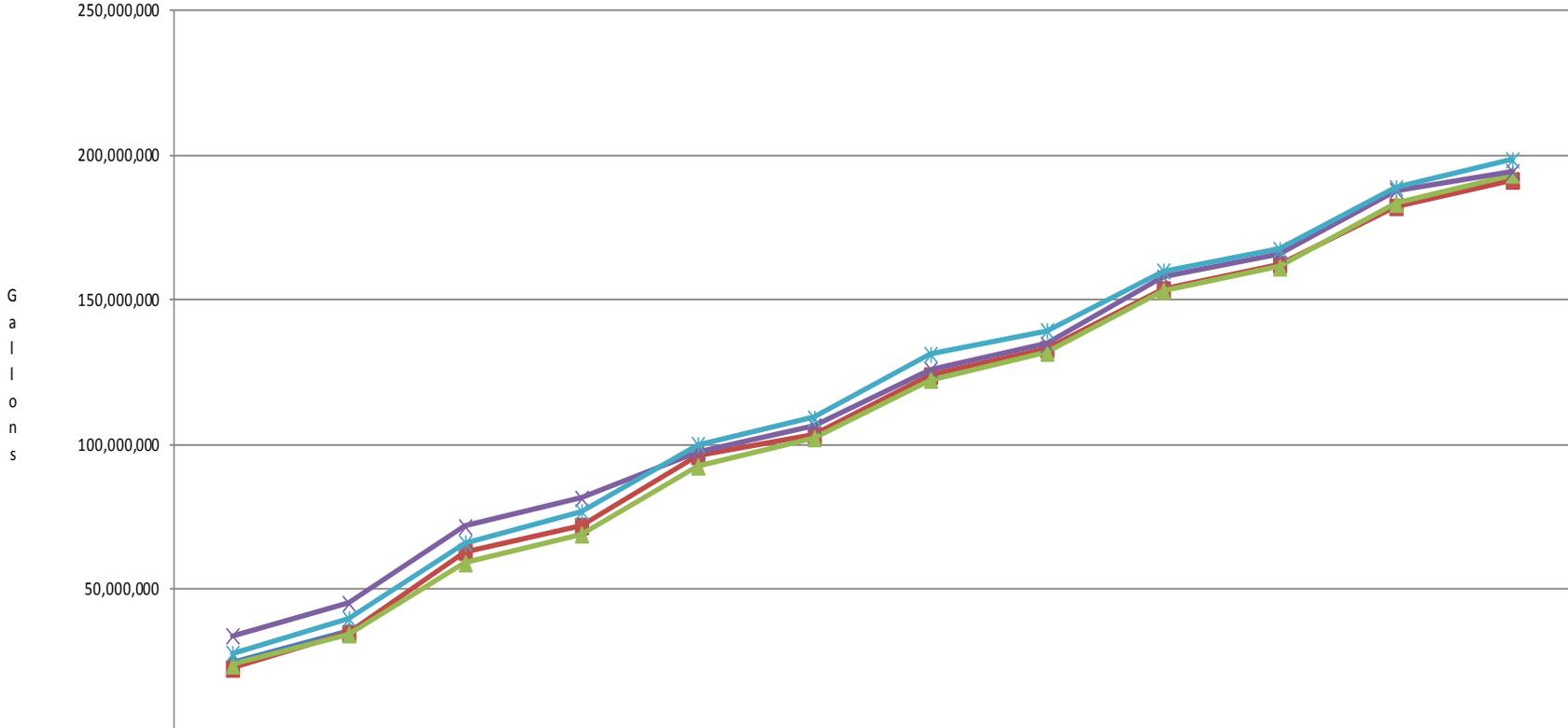
August YTD Overtime Compared to Budget



Aug YTD Pinewood Heights Expenses Phase II

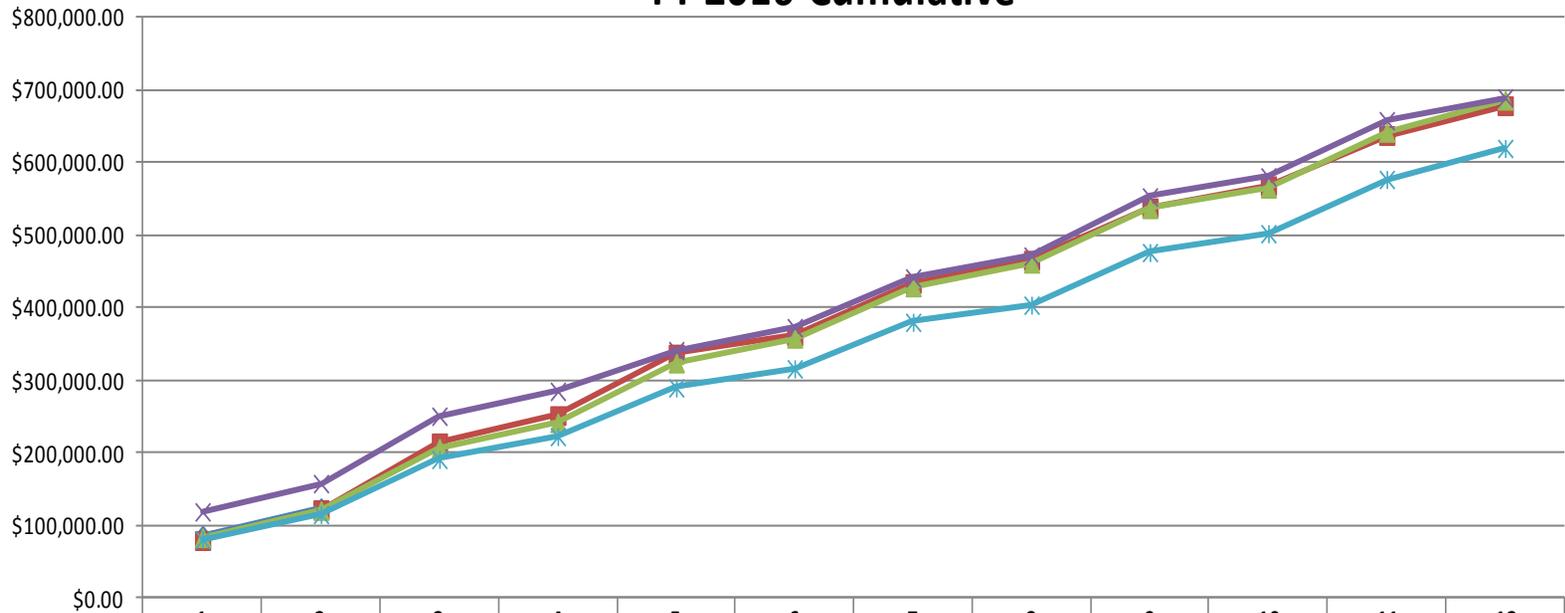


Aug 2015 YTD Sewer Consumption Compared to FY 2012 through FY 2016-Cumulative



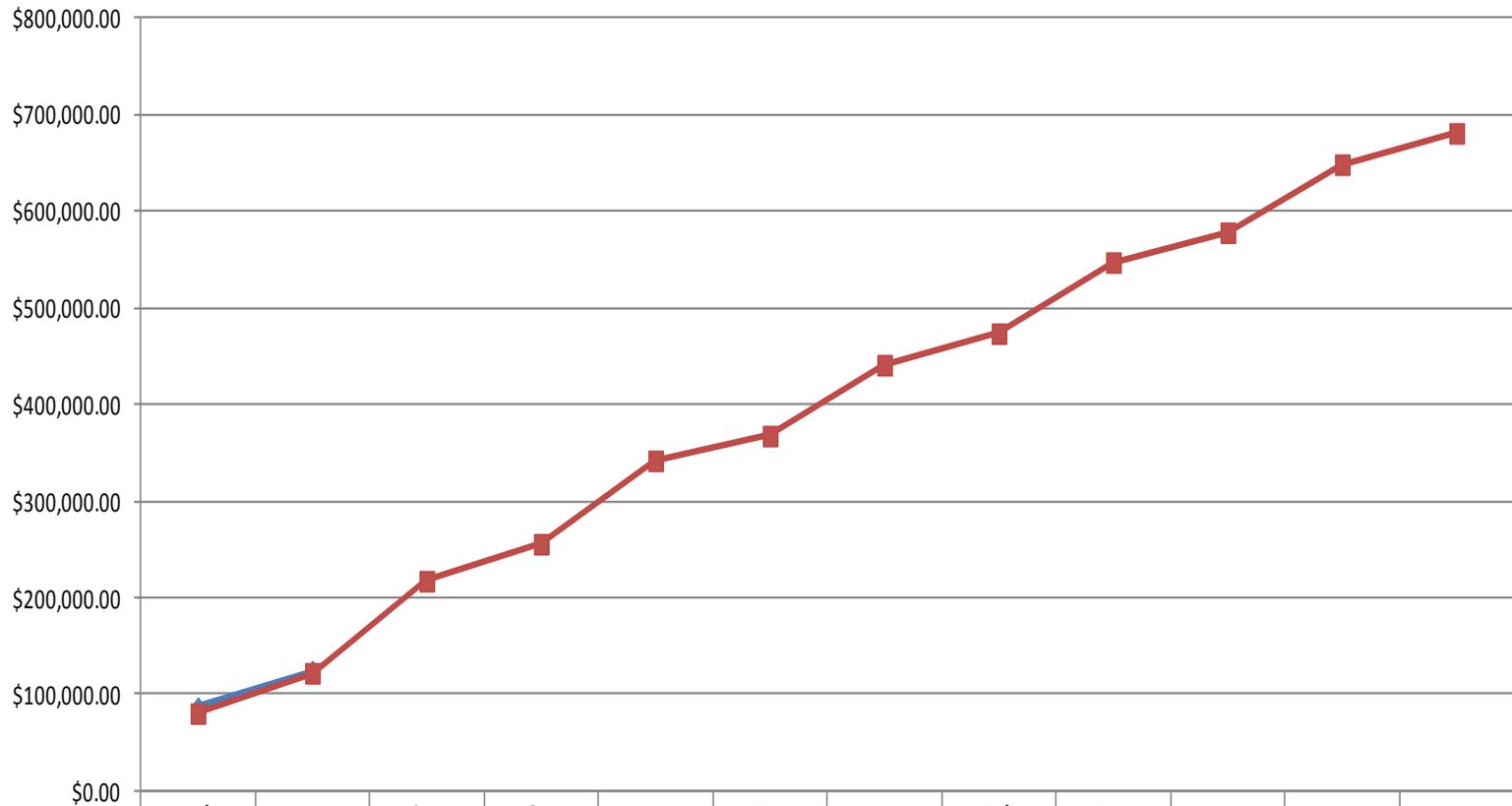
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Actual 2016	24,711,665	35,609,395										
Actual 2015	22,583,960	34,790,190	62,979,178	71,856,635	96,101,586	103,304,073	123,867,964	133,049,654	153,682,428	162,403,071	182,206,163	191,351,529
Actual 2014	23,711,729	34,435,081	58,989,250	69,008,854	92,484,337	102,276,394	122,469,679	131,824,210	153,256,955	161,332,737	183,366,226	193,421,309
Actual 2013	33,911,769	45,062,012	71,593,279	81,409,491	97,395,860	106,483,452	126,026,878	134,663,193	157,879,018	165,808,355	187,913,876	194,386,925
Actual 2012	27,823,246	39,800,726	66,015,985	76,887,610	100,046,367	109,153,641	131,185,269	139,374,388	160,052,488	167,499,468	188,827,259	198,463,933

Aug 2015 YTD Sewer Charges Compared to FY 2012 through FY 2016-Cumulative



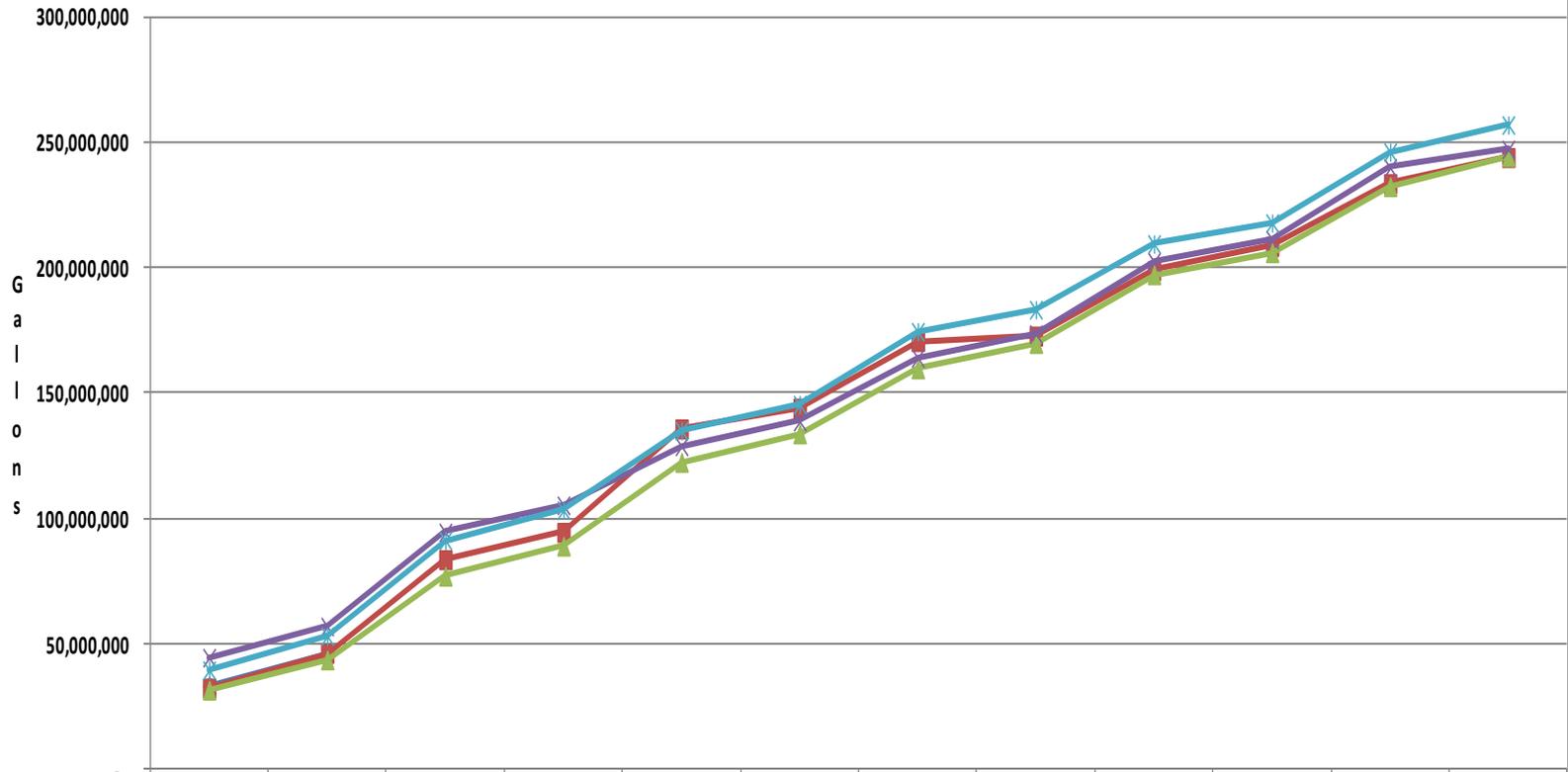
	1	2	3	4	5	6	7	8	9	10	11	12
Actual 2016	\$86,610	124,575										
Actual 2015	\$79,173	\$121,776	\$213,936	\$251,556	\$336,461	\$361,634	\$433,773	\$465,867	\$538,259	\$568,628	637,878	\$678,940
Actual 2014	\$83,143	\$120,581	\$206,649	\$241,641	\$323,955	\$358,154	\$428,999	\$461,656	\$536,821	\$565,053	\$642,258	\$686,501
Actual 2013	\$118,797	\$157,727	\$250,727	\$285,025	\$341,149	\$372,882	\$441,445	\$471,585	\$553,055	\$580,733	\$658,298	\$689,925
Actual 2012	\$80,521	\$115,171	\$191,175	\$222,639	\$289,759	\$316,129	\$380,159	\$403,869	\$476,417	\$502,434	\$577,243	\$620,009

Aug 2015 Sewer Charges Compared to Pro-Rated Budget-Cumulative



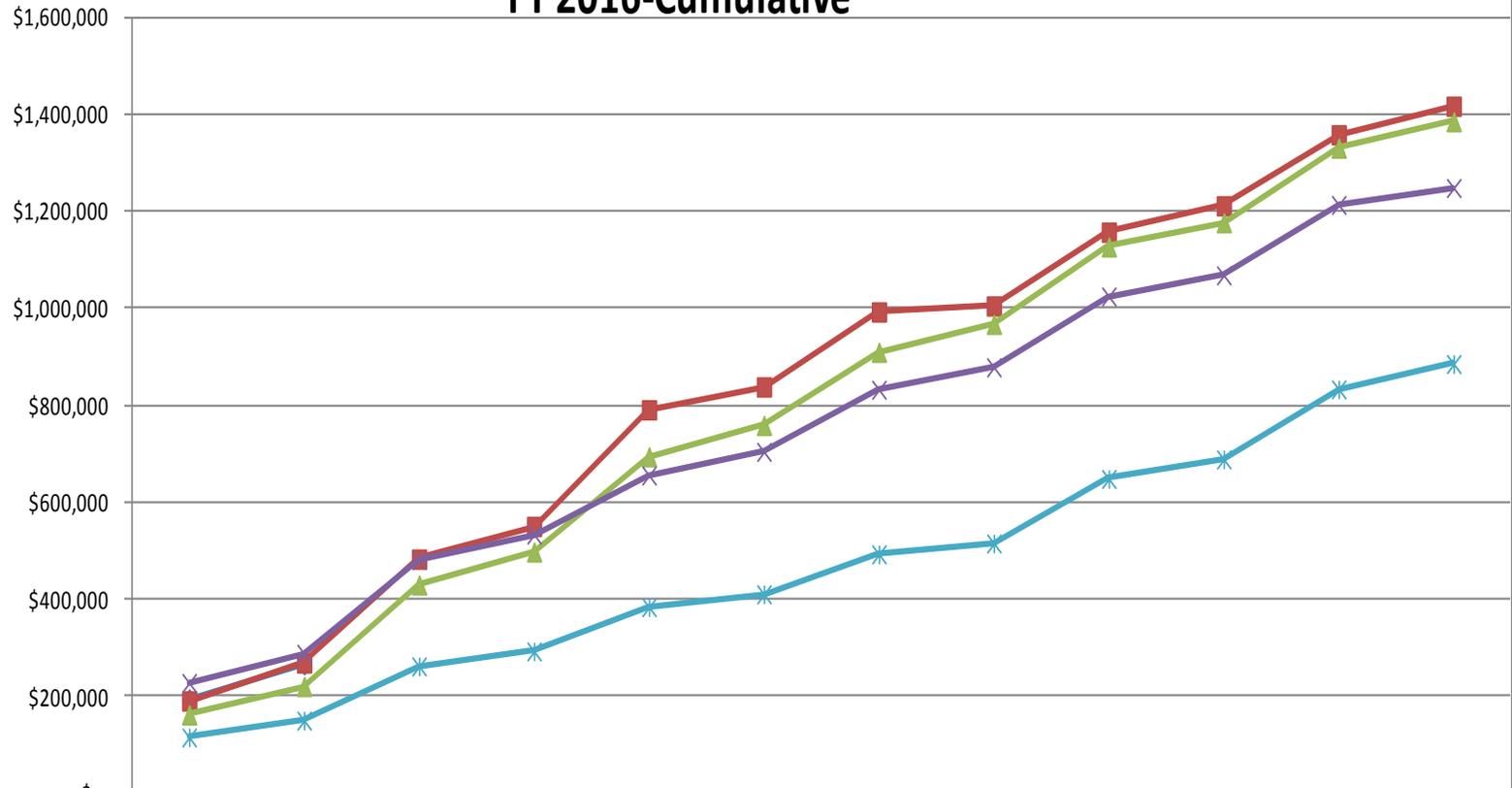
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Actual	\$86,610	\$124,575										
Pro-rated budget	\$80,503	\$122,252	\$217,527	\$255,779	\$342,110	\$367,705	\$441,055	\$473,688	\$547,295	\$578,173	\$648,585	\$681,000

Aug 2015 YTD Water Consumption Compared to FY 2012 through FY 2016-Cumulative



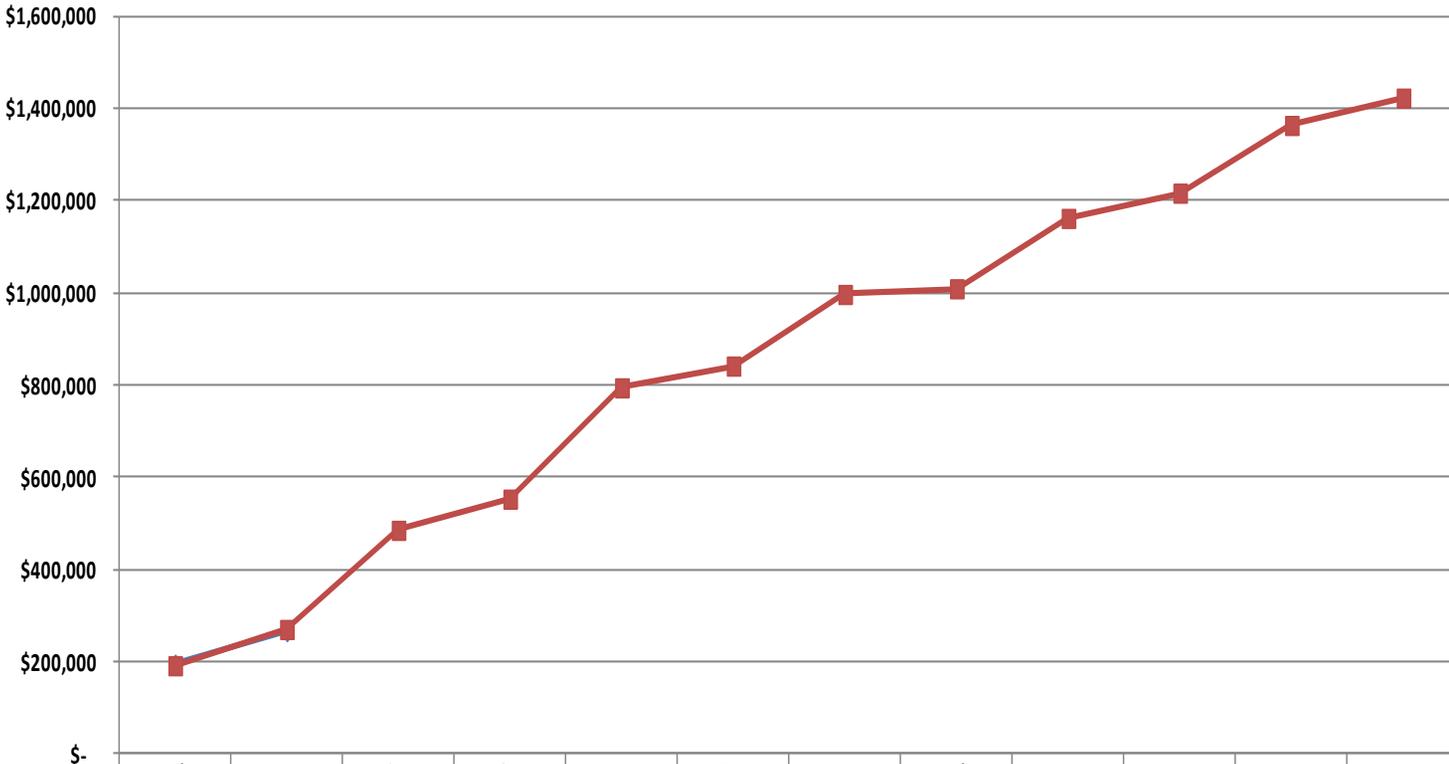
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Actual 2016	33,345,698	45,697,879										
Actual 2015	32,543,946	46,381,849	83,717,381	94,618,596	135,856,212	144,135,476	170,692,715	172,855,828	198,978,064	208,583,793	233,639,239	244,018,141
Actual 2014	31,749,642	43,797,350	77,174,945	89,152,152	122,522,143	133,890,140	159,783,952	169,928,989	197,320,179	206,101,868	232,463,183	244,409,634
Actual 2013	44,653,181	57,074,240	94,602,553	105,404,177	128,910,557	138,750,710	164,151,162	173,654,567	202,512,698	211,359,247	239,897,757	247,266,148
Actual 2012	39,688,782	53,256,900	91,356,629	103,459,078	135,117,221	145,533,600	174,583,031	183,366,490	209,554,614	217,888,180	246,182,751	256,982,334

Aug 2015 YTD Water Charges Compared to FY 2012 through FY 2016-Cumulative



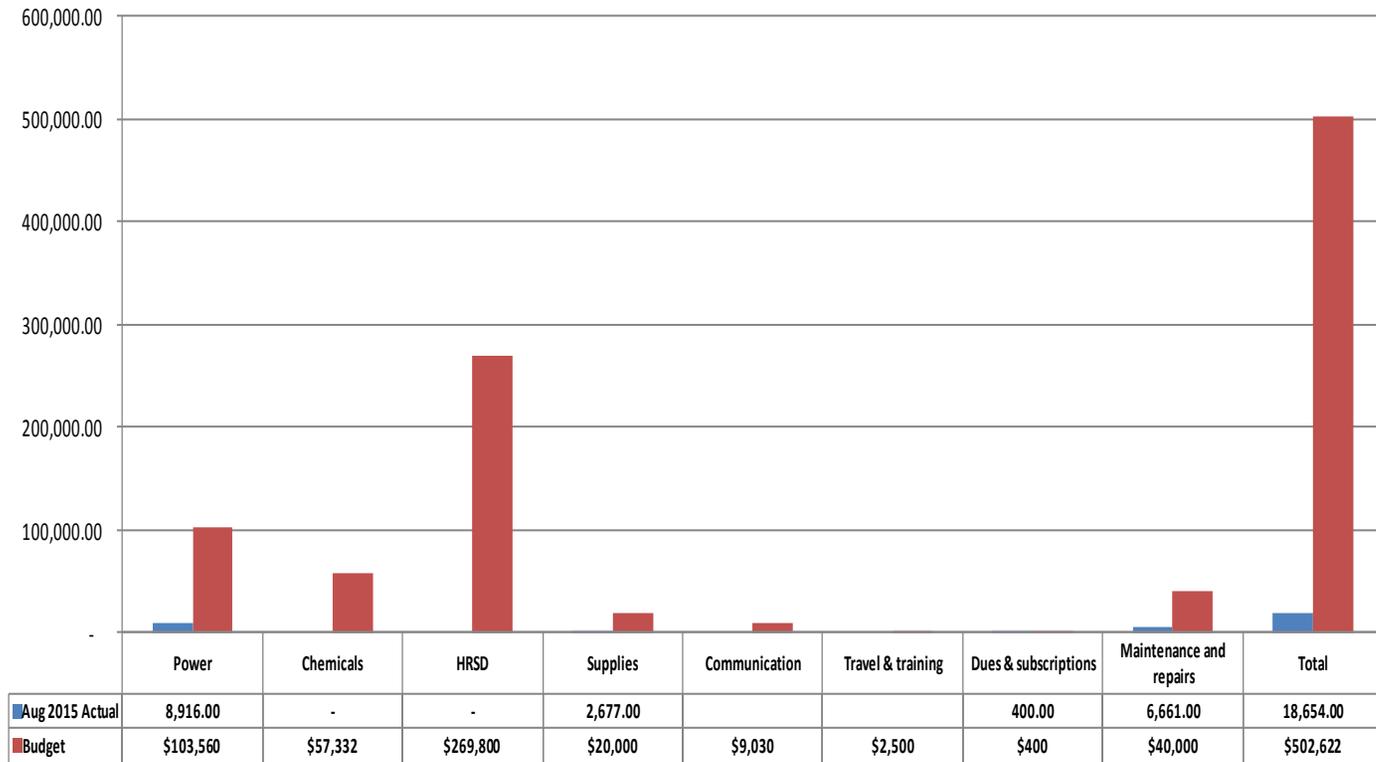
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Actual 2016	\$195,151	\$265,341										
Actual 2015	\$190,721	\$268,975	\$483,155	\$550,543	\$790,909	\$837,952	\$992,662	\$1,004,981	\$1,156,903	\$1,211,481	1,357,721	\$1,416,698
Actual 2014	\$162,142	\$220,610	\$429,895	497,820	\$694,190	\$758,773	\$909,556	\$967,195	\$1,126,674	\$1,176,559	\$1,330,382	\$1,384,968
Actual 2013	\$227,860	\$288,112	\$481,390	533,789	\$655,555	\$704,067	\$832,302	\$878,447	\$1,024,546	\$1,068,017	\$1,213,227	\$1,248,050
Actual 2012	\$115,583	\$150,181	\$261,961	292,821	\$383,979	\$410,562	\$492,964	\$515,361	\$648,258	\$688,672	\$833,080	\$885,260

Aug 2015 YTD Water Charges Compared to Pro-Rated Budget-Cumulative

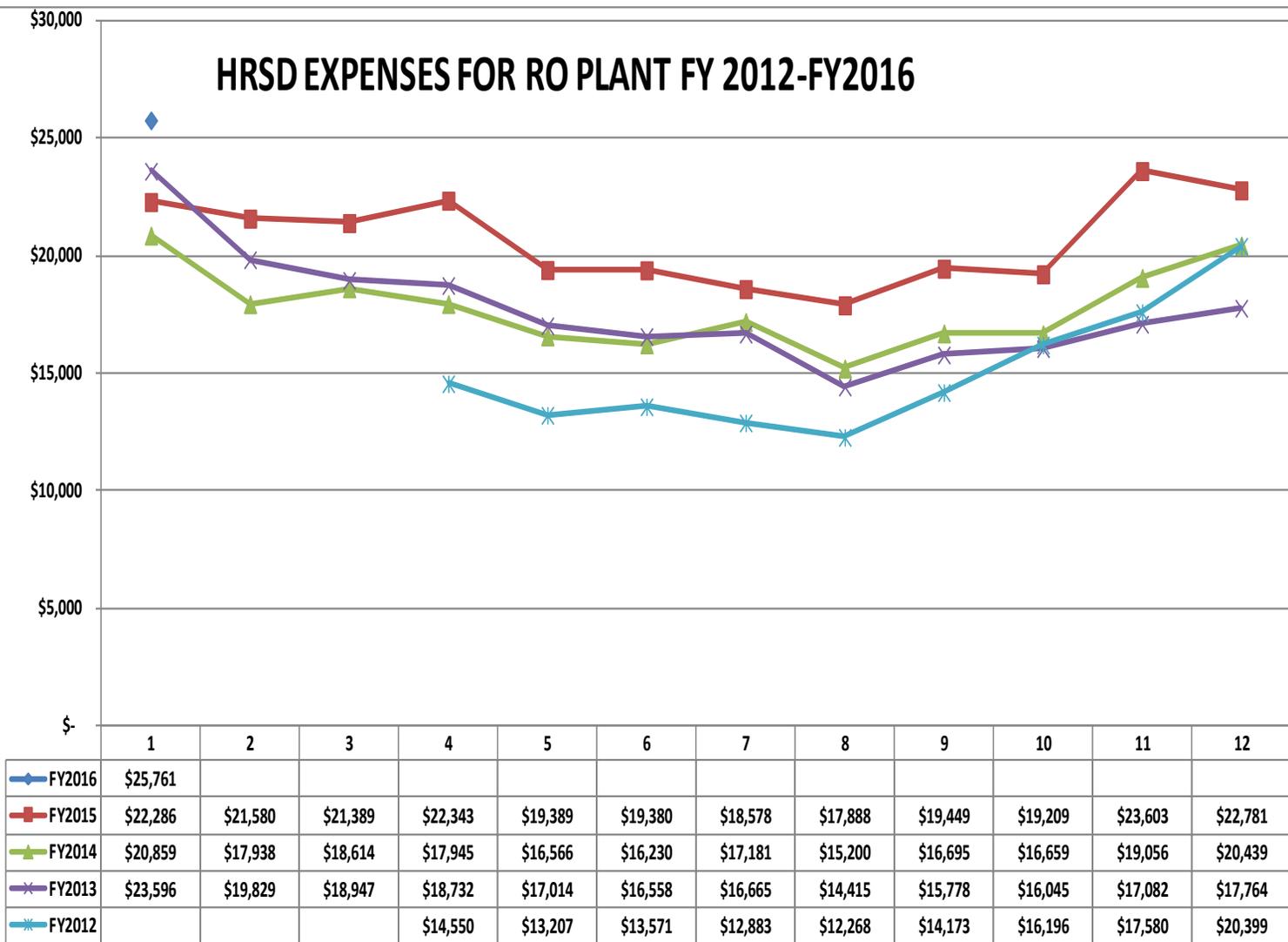


	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Actual	\$195,151	\$265,341										
Pro-rated budget	\$191,544	\$270,135	\$485,238	\$552,917	\$794,320	\$841,566	\$996,943	\$1,009,315	\$1,161,893	\$1,216,706	\$1,363,578	\$1,422,810

Aug 2015 YTD RO Expenses by Category



HRSD EXPENSES FOR RO PLANT FY 2012-FY2016



HRSD Charges to date per month				
				1 CCF=748 gallons
Billing Date	Read Date	Usage per HRSD	Rate	Charge
11/13/2011	10/31/2011	3,568,426	3.05/CCF	14,550.33
12/13/2011	11/30/2011	3,238,929	3.05/CCF	13,206.81
1/13/2012	12/31/2011	3,328,126	3.05/CCF	13,570.67
2/21/2012	1/31/2012	3,159,403	3.05/CCF	12,882.59
3/19/2012	2/29/2012	3,008,612	3.05/CCF	12,267.71
4/12/2012	3/31/2012	3,475,852	3.05/CCF	14,173.05
5/16/2012	4/30/2012	3,972,056	3.05/CCF	16,196.11
6/17/2012	5/31/2012	4,309,462	3.05/CCF	17,580.20
7/13/2012	6/30/2012	5,002,760	3.05/CCF	20,399.01
		<u>33,063,626</u>		<u>\$ 134,826.48</u>
8/20/2012	7/31/2012	5,364,598	3.29/CCF	23,595.55
9/14/2012	8/31/2012	4,508,384	3.29/CCF	19,829.82
10/20/2012	9/30/2012	4,307,656	3.29/CCF	18,946.78
11/19/2012	10/31/2012	4,258,732	3.29/CCF	18,731.62
12/17/2012	11/30/2012	3,868,188	3.29/CCF	17,013.91
1/12/2013	12/31/2012	3,764,536	3.29/CCF	16,557.91
2/15/2013	1/31/2013	3,788,872	3.29/CCF	16,664.84
3/14/2013	2/28/2013	3,277,364	3.29/CCF	14,415.14
4/18/2013	3/31/2013	3,587,116	3.29/CCF	15,777.52
5/16/2013	4/30/2013	3,647,920	3.29/CCF	16,045.00
6/13/2013	5/31/2013	3,883,704	3.29/CCF	17,082.01
7/11/2013	6/30/2013	4,038,800	3.29/CCF	17,764.36
		<u>48,295,870</u>		<u>\$ 212,424.46</u>
8/14/2013	7/31/2013	4,395,136	3.55/CCF	20,859.45
9/16/2013	8/31/2013	3,779,664	3.55/CCF	17,938.15
10/17/2013	9/30/2013	3,922,112	3.55/CCF	18,614.43
11/18/2013	10/31/2013	3,780,992	3.55/CCF	17,944.54
12/13/2013	11/30/2013	3,490,432	3.55/CCF	16,565.72
1/17/2014	12/31/2013	3,419,744	3.55/CCF	16,230.25
2/11/2014	1/31/2014	3,620,040	3.55/CCF	17,180.58
3/14/2014	2/28/2014	3,202,720	3.55/CCF	15,200.04
4/16/2014	3/31/2014	3,517,704	3.55/CCF	16,694.94
5/27/2014	4/30/2014	3,510,032	3.55/CCF	16,658.73
6/14/2014	5/31/2014	4,015,224	3.55/CCF	19,056.40
7/21/2014	6/30/2014	4,306,496	3.55/CCF	20,438.77
		<u>44,960,296</u>		<u>\$ 213,382.00</u>
8/19/2014	7/31/2014	4,352,480	3.83/CCF	22,286.00
10/2/2014	8/31/2014	4,214,710	3.83/CCF	21,580.52
11/20/2014	9/30/2014	4,177,303	3.83/CCF	21,389.02
11/20/2014	10/31/2014	4,363,507	3.83/CCF	22,342.69
12/17/2014	11/30/2014	3,786,703	3.83/CCF	19,388.99
1/14/2015	12/31/2014	3,784,965	3.83/CCF	19,380.18
2/18/2015	1/31/2015	3,628,334	3.83/CCF	18,578.18
3/13/2015	2/28/2015	3,493,560	3.83/CCF	17,888.02
4/28/2015	3/31/2015	3,798,382	3.83/CCF	19,449.12
5/31/2015	4/30/2015	3,751,512	3.83/CCF	19,208.98
6/30/2015	5/31/2015	4,609,730	3.83/CCF	23,603.14
7/22/2015	6/30/2015	4,449,108	3.83/CCF	22,780.84
		<u>48,410,294</u>		<u>\$ 247,875.68</u>
8/18/2015	7/31/2015	4,665,711	4.13/CCF	\$ 25,761.29

CASH BALANCES AS OF AUGUST 2015					
ACCOUNT NAME	BANK NAME	ACCOUNT BALANCE	Current Year	Prior Year	ADJUSTED BALANCES
			Interco. Balances	Interco./Interdep Balances	
Water	Farmers Bank	1,703,986.10	(295,843.08)	(972,621.07)	435,521.95
Water-Debt Service	Farmers Bank	796,309.35	31,795.28	20,110.75	848,215.38
Water Capital Escrow (availability fees)	TowneBank	404,466.16	20,680.00	5,440.00	430,586.16
Water Treatment Plant Escrow	TowneBank	111,875.90	-	-	111,875.90
Water Deposit Account	TowneBank	126,226.40	-	-	126,226.40
Water Development Escrow	TowneBank	95,710.12	-	2,400.00	98,110.12
Subtotal Water		3,238,574.03	(243,367.80)	(944,670.32)	2,050,535.91
			-		
Sewer	Farmers Bank	340,117.93	129,543.83	(527,850.04)	(58,188.28)
Sewer Development Escrow	TowneBank	352,842.63	-	2,400.00	355,242.63
Sewer Capital Escrow (availability fees)	TowneBank	826,644.65	31,040.00	8,240.00	865,924.65
Sewer Compliance	Farmers Bank	1,026,424.92	82,783.97	52,135.68	1,161,344.57
Subtotal Sewer		2,546,030.13	243,367.80	(465,074.36)	2,324,323.57
Highway	Farmers Bank	41,032.27	(77,894.69)	-	(36,862.42)
General Fund	Farmers Bank	1,762,760.94	114,036.07	1,409,744.68	3,286,541.69
Payroll	Farmers Bank	164,477.69			164,477.69
Money Market-General Fund	TowneBank	2,190.27			2,190.27
Business Super Now-General Fund	Farmers Bank	33,159.91			33,159.91
Money Market-General Fund	Farmers Bank	290,137.19			290,137.19
General Fund Capital Escrow Account	TowneBank	215,055.75			215,055.75
Certificate of Deposit	Farmers Bank	526,234.85			526,234.85
Certificate of Deposit-Police Dept	Farmers Bank	36,771.46			36,771.46
Special Project Account (Pinewood)	Farmers Bank	19,991.02			19,991.02
Pinewood Heights Escrow	Farmers Bank	40,130.47			40,130.47
SNAP Account	Farmers Bank	2,413.75			2,413.75
Museum Account	Farmers Bank	109,345.19			109,345.19
Windsor Castle Acct	TowneBank	19,000.00			19,000.00
S. Church Street Account	TowneBank	36,141.38	(36,141.38)	-	-
Subtotal General Fund		3,257,809.87	77,894.69	1,409,744.68	4,745,449.24
TOTAL ALL FUNDS		9,083,446.30	0.00	-	9,083,446.30

REGIONS BANK
1900 5TH AVE N - 25TH FL
BIRMINGHAM AL 35203

ADMINISTRATOR:	JOY HOLLOWAY 804-343-3112
INVESTMENT OFFICER	
RELATIONSHIP MANAGER	
ACCOUNT NUMBER	9246002035

TOWN OF SMITHFIELD, VA
ATTN: ELLEN D. MINGA, TREASURER
310 INSTITUTE STREET
PO BOX 246
SMITHFIELD VA 23431

IF YOU HAVE QUESTIONS CONCERNING THIS STATEMENT, PLEASE CONTACT
YOUR ACCOUNT ADMINISTRATOR.

REGIONS BANK
VACO/VML VIRGINIA INVESTMENT
POOL, TOWN OF SMITHFIELD,
VIRGINIA PARTICIPANT
ACCOUNT

ACCOUNT STATEMENT

Statement Period 08/01/2015 through 08/31/2015
Account Number 9246002035

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Balance Sheet	1
Summary Of Fund	2
Asset Summary As Of 08/31/2015	3
Summary Of Earnings	5
Chronological Schedule Of Transactions	6

ACCOUNT STATEMENT

Statement Period
Account Number

08/01/2015 through 08/31/2015
9246002035

Balance Sheet

	AS OF 08/01/2015		AS OF 08/31/2015	
	COST VALUE	MARKET VALUE	COST VALUE	MARKET VALUE
A S S E T S				
CASH	0.00	0.00	0.00	0.00
TOTAL CASH & RECEIVABLES	0.00	0.00	0.00	0.00
COMMON TRUST FUNDS - BALANCED				
COMMON TRUST FUNDS - BALANCED	501,133.67	504,064.74	501,435.14	503,855.29
TOTAL COMMON TRUST FUNDS - BALANCED	501,133.67	504,064.74	501,435.14	503,855.29
TOTAL HOLDINGS	501,133.67	504,064.74	501,435.14	503,855.29
TOTAL ASSETS	501,133.67	504,064.74	501,435.14	503,855.29
L I A B I L I T I E S				
TOTAL LIABILITIES	0.00	0.00	0.00	0.00
TOTAL NET ASSET VALUE	501,133.67	504,064.74	501,435.14	503,855.29
TOTAL LIABILITIES AND EQUITY	501,133.67	504,064.74	501,435.14	503,855.29

REGIONS BANK
VACO/VML VIRGINIA INVESTMENT
POOL, TOWN OF SMITHFIELD,
VIRGINIA PARTICIPANT
ACCOUNT

ACCOUNT STATEMENT

Page 2

Statement Period 08/01/2015 through 08/31/2015
Account Number 9246002035

Summary Of Fund

MARKET VALUE AS OF 08/01/2015		504,064.74
CTF DISTRIBUTIONS	352.82	
REALIZED GAIN OR LOSS	0.00	
UNREALIZED GAIN OR LOSS	510.92-	
ADMINISTRATIVE EXPENSES	51.35-	
TOTAL MARKET VALUE AS OF 08/31/2015		503,855.29

ACCOUNT STATEMENT

Statement Period 08/01/2015 through 08/31/2015
Account Number 9246002035

Asset Summary As Of 08/31/2015

DESCRIPTION	MARKET VALUE	COST	% OF PORT
COMMON TRUST FUNDS - BALANCED	503,855.29	501,435.14	100
TOTAL INVESTMENTS	503,855.29	501,435.14	
CASH	0.00		
DUE FROM BROKER	0.00		
DUE TO BROKER	0.00		
TOTAL MARKET VALUE	503,855.29		

REGIONS BANK
VACO/VML VIRGINIA INVESTMENT
POOL, TOWN OF SMITHFIELD,
VIRGINIA PARTICIPANT
ACCOUNT

ACCOUNT STATEMENT

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Statement Period
Account Number

08/01/2015 through 08/31/2015
9246002035

Asset Detail As Of 08/31/2015

UNITS/BOOK VALUE	DESCRIPTION	MARKET VALUE	COST	% OF PORT
COMMON TRUST FUNDS - BALANCED				
50,103.925	CUSIP # CF5400035 VIRGINIA INVESTMENT POOL	503,855.29	501,435.14	100
		503,855.29	501,435.14	100
	TOTAL INVESTMENTS	503,855.29		
	CASH	0.00		
	DUE FROM BROKER	0.00		
	DUE TO BROKER	0.00		
	NET ASSETS	503,855.29		
	TOTAL MARKET VALUE	503,855.29		

ACCOUNT STATEMENT

Statement Period 08/01/2015 through 08/31/2015
Account Number 9246002035

Summary Of Earnings

INCOME EARNED

CTF DISTRIBUTIONS	352.82		
TOTAL INCOME EARNED		352.82	
TOTAL INCREASES IN FUND VALUE			352.82

FEES AND OTHER EXPENSES

ADMINISTRATIVE EXPENSES	51.35		
TOTAL FEES AND OTHER EXPENSES		51.35	

UNREALIZED LOSS IN THE PERIOD		510.92	
TOTAL DECREASES IN FUND VALUE			562.27
NET CHANGE IN NET ASSET VALUE			209.45 -

ACCOUNT STATEMENT

Statement Period
Account Number

08/01/2015 through 08/31/2015
9246002035

Chronological Schedule Of Transactions

DATE	DESCRIPTION	CASH	COST
08 / 01 / 2015	BEGINNING BALANCE	0 . 00	501 , 133 . 67
08 / 03 / 2015	DISTRIBUTION FROM 50,073.96 UNITS VIRGINIA INVESTMENT POOL EFFECTIVE 07/31/2015 CUSIP # CF5400035	178 . 41	0 . 00
08 / 03 / 2015	PURCHASED 178.41 SHS MORGAN STANLEY PRIME ADVISORY #8341 ON 08/03/2015 AT 1.00 CUSIP # 61747C723	178 . 41 -	178 . 41
08 / 04 / 2015	PURCHASED 17.723 UNITS VIRGINIA INVESTMENT POOL ON 07/31/2015 AT 10.0664 INCOME REINVESTMENT CUSIP # CF5400035	178 . 41 -	178 . 41
08 / 04 / 2015	SOLD 178.41 SHS MORGAN STANLEY PRIME ADVISORY #8341 ON 08/04/2015 AT 1.00 CUSIP # 61747C723	178 . 41	178 . 41 -
08 / 17 / 2015	FEE TO VML/VACO FINANCE PARTICIPANT FEE FOR MONTH ENDING 07/31/2015	51 . 35 -	0 . 00
08 / 17 / 2015	DISTRIBUTION FROM 50,091.68 UNITS VIRGINIA INVESTMENT POOL EFFECTIVE 08/15/2015 CUSIP # CF5400035	174 . 41	0 . 00
08 / 17 / 2015	PURCHASED 123.06 SHS MORGAN STANLEY PRIME ADVISORY #8341 ON 08/17/2015 AT 1.00 CUSIP # 61747C723	123 . 06 -	123 . 06
08 / 18 / 2015	PURCHASED 12.244 UNITS VIRGINIA INVESTMENT POOL ON 08/15/2015 AT 10.0503 INCOME REINVESTMENT CUSIP # CF5400035	123 . 06 -	123 . 06
08 / 18 / 2015	SOLD 123.06 SHS MORGAN STANLEY PRIME ADVISORY #8341 ON 08/18/2015 AT 1.00 CUSIP # 61747C723	123 . 06	123 . 06 -
08 / 31 / 2015	ENDING BALANCE	0 . 00	501 , 435 . 14

REGIONS BANK
VACO/VML VIRGINIA INVESTMENT
POOL, TOWN OF SMITHFIELD,
VIRGINIA PARTICIPANT
ACCOUNT

ACCOUNT STATEMENT

Statement Period
Account Number

08/01/2015 through 08/31/2015
9246002035

IMPORTANT INFORMATION FOR REGIONS CORPORATE TRUST CUSTOMERS:

INVESTMENT, INSURANCE AND ANNUITY PRODUCTS: ARE NOT FDIC INSURED, ARE NOT A DEPOSIT, ARE NOT BANK GUARANTEED, ARE NOT INSURED BY ANY FEDERAL GOVERNMENT AGENCY, MAY GO DOWN IN VALUE, AND ARE NOT A CONDITION OF ANY BANKING ACTIVITY.

FOR MORE DETAILED INFORMATION REGARDING FEES, PLEASE CONSULT THE FUND PROSPECTUS OR CONTACT YOUR ADMINISTRATOR.

IMPORTANT DISCLOSURE INFORMATION FOR ALL FLORIDA ACCOUNTS:

AN ACTION FOR BREACH OF TRUST BASED ON MATTERS DISCLOSED IN A TRUST ACCOUNTING OR OTHER WRITTEN REPORT OF THE TRUSTEE MAY BE SUBJECT TO A SIX MONTH STATUTE OF LIMITATIONS FROM THE RECEIPT OF THE TRUST ACCOUNTING OR OTHER WRITTEN REPORT. IF YOU HAVE QUESTIONS, PLEASE CONSULT YOUR ATTORNEY.



Remit Payment to:
 TASER International
 PO BOX 29661
 DEPARTMENT 2018
 PHOENIX, AZ 85038-9661
 Ph: (480) 991-0797
 Fax: (480) 991-0791
 sales@taser.com
 www.taser.com

Invoice No: S11411337
 Invoice date: 9/8/2015
 Page: 1 of 1
 Sales order: 50150190587
 Purchase order: Q33706
 Your ref: 5861
 Payment: Net 30
 Invoice account: 189552
 RMA number:
 Mode of delivery: Fedex - Ground
 Terms of delivery: FOB Scottsdale

BILL TO:
 SMITHFIELD POLICE DEPT
 913 S CHURCH ST
 SMITHFIELD, VA 23430
 USA

SHIP TO:
 SMITHFIELD POLICE DEPT
 913 S CHURCH ST
 SMITHFIELD, VA 23430
 USA

Item number	Revision	Description	Ordered	Shipped	Backordered	Unit price	Amount
1000	-	HANDLE, BLACK, CLASS III, X26P	16.00	16.00	0.00	899.95	14,399.20
1000	-	WARRANTY, 4 YEAR, X26P	16.00	16.00	0.00	277.95	2,847.20
1000	X1	HOLSTER, BLACKHAWK, RIGHT, X26P	13.00	13.00	0.00	53.25	692.25
1000	X1	HOLSTER, BLACKHAWK, LEFT, X26P	3.00	3.00	0.00	53.25	159.75
1000	G	CARTRIDGE - 25' HYBRID	50.00	50.00	0.00	27.35	1,367.50
1000	X1	XPPM, BATTERY PACK, X26P	16.00	16.00	0.00	63.50	1,016.00
1000	-	CARTRIDGE - SIMULATION	50.00	50.00	0.00	23.60	1,180.00
1000	B	KIT, DATAPORT DOWNLOAD, USB, X2/X26P	1.00	1.00	0.00	164.75	164.75

Vendor # _____
 Account # _____
 Dept. Head *H Jenkins*
 Town Manager *PLS*

Please see <http://www.taser.com/sales-terms-and-conditions> for all sales terms and conditions.

Sales Amount	21,826.65	
Misc./Handling	0.00	
Shipping Freight & Handling	246.73	
Sales tax	0.00	
Total	22,073.38	
Amount received	0.00	
BALANCE DUE	22,073.38	USD

Payment due 10/08/2015

THG Construction
18133 Muddy Cross Dr
Smithfield VA 23430

INVOICE NO.

635106

Invoice

SOLD TO Town of Smithfield VA		SHIPPED TO Town of Smithfield		VIA
ADDRESS 911/913 South Church ST		ADDRESS 911/913 South Church ST		
CITY, STATE, ZIP Smithfield VA 23430		CITY, STATE, ZIP Smithfield VA 23430		
CUSTOMER ORDER NO. Storage Bldg	SOLD BY	TERMS	F.O.B.	DATE 9/10/15

Renovations - Repairs Town Storage Buildings				
IFB No 01-2015				
50% of Contract Total				20,750 00
Vendor _____				
Account _____				
Dept. Head <u>See Attached Recommendation from Alpha Corporation</u>				
Town Manager <u>[Signature]</u>				
Total				20,750 00

Lesley King

From: Joseph Gilbert <joseph.gilbert@alphacorporation.com>
Sent: Monday, September 21, 2015 9:51 AM
To: Lesley King
Cc: Peter Stephenson; Brian Camden
Subject: RE: Invoice - THG Construction
Attachments: Invoice - 50 Percent Complete.pdf

Ms. King:

Please find attached payment application #1(invoice) from THG Construction for the work completed at the Town Storage Building. We have reviewed their work as requested and their pay app and recommend payment directly to the contractor in the amount of \$20,750.00.

Thank you,
Joe Gilbert
Construction Manager
ALPHA CORPORATION

From: Brian Camden
Sent: Friday, September 11, 2015 3:43 PM
To: Joseph Gilbert
Subject: FW: Invoice - THG Construction

From: Lesley King [mailto:lking@smithfieldva.gov]
Sent: Friday, September 11, 2015 11:32 AM
To: Brian Camden
Cc: Ellen Minga; Peter Stephenson
Subject: FW: Invoice - THG Construction

It would help if I attached the invoice. ☺

From: Lesley King
Sent: Friday, September 11, 2015 11:31 AM
To: Brian.Camden@alphacorporation.com
Cc: Peter Stephenson; Ellen Minga
Subject: Invoice - THG Construction

Brian, attached is a copy of the invoice that Curtis submitted today for the completion of 50% of the work on the storage building behind the Smithfield Police Department. If you get a chance please inspect work prior to the September 28th Finance Committee so that committee can make a recommendation to pay this invoice at the October 7th Town Council meeting. If you have any questions please do not hesitate to give us a call at 365-9506.

Thanks so much!

Lesley G. King
Town Clerk
Town Manager's Office
lking@smithfieldva.gov



Isle of Wight County
 PO Box 80
 Isle of Wight, VA 23397
 757-365-6273

Original

INVOICE

FY 2015 E911 TRUE-UP

Invoice Date 09/03/2015	Invoice No. 1451
Customer Number 66388	
Invoice Total Due \$118,672.85	
Amount Paid	

Due upon receipt

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TOWN OF SMITHFIELD, VIRGINIA
 P O BOX 246
 SMITHFIELD, VA 23431

09350182016400001451400118672856

Isle of Wight County , Isle of Wight, VA 23397		Invoice Date	09/03/2015	Customer Number	66388			
Description	Quantity	Price	UOM	Original Bill	Adjustment	Paid	Amount Due	
E911 TRUE-UP	1.00	\$118,672.85	EACH	\$118,672.85	\$0.00	\$0.00	\$118,672.85	
G/L ACCOUNT SUMMARY:								
	Organization	Object	Project			GL Amount		
	2400	1133				\$118,672.85		
Please make checks payable to Isle of Wight County					Invoice Total:	\$118,672.85		

Vendor # _____

Account # _____

Dept. Head _____

Town Manager _____ *FHS*

INVOICE DUE UPON RECEIPT

**Isle of Wight County
E911 True Up Summary**

	<u>FY02-03</u>	<u>FY03-04</u>	<u>FY04-05</u>	<u>FY05-06</u>	<u>FY06-07</u>	<u>FY07-08</u>	<u>FY08-09</u>	<u>FY09-10</u>	<u>FY10-11</u>	<u>FY11-12</u>	<u>FY12-13</u>	<u>FY13-14</u>	<u>FY14-15</u>
Revenues:													
E911 Collections	\$ 532,267.47	\$ 518,950.48	\$ 516,185.76	\$ 531,942.42	\$ 264,207.92	\$ -	\$ -						
Miscellaneous				2,935.97									
E911 Wireless Grant					53,835.51	124,187.22	100,903.00	71,156.98	84,100.57	92,934.92	84,109.18	93,033.37	96,918.23
PSAP Grant						22,128.35	26,271.00	-	150,000.00				15,417.54
RAD Emergency Program													5,000.00
Miscellaneous					8,584.90	-							939.40
Prior Year E911 Grant Funds										1,098.00			
County Portion of Communications Tax					262,248.04	611,581.84	555,663.52	557,980.11	555,218.08	543,934.03	545,376.83	536,097.33	531,413.27
T/W Portion of Communications Tax					2,710.96	5,269.19	5,129.09	4,450.41	4,794.24	4,914.14	4,542.29	4,436.15	4,396.62
T/S Portion of Communications Tax					9,613.71	18,685.57	18,188.35	15,764.90	16,127.35	17,425.88	16,107.27	15,730.89	15,591.45
Total Revenue	\$ 532,267.47	\$ 518,950.48	\$ 516,185.76	\$ 534,878.39	\$ 601,201.04	\$ 781,852.17	\$ 706,154.96	\$ 649,352.40	\$ 810,240.24	\$ 660,306.97	\$ 650,135.57	\$ 649,297.74	\$ 669,676.51
Operating Expenditures:													
Salaries & Wages	\$ 202,157.40	\$ 230,702.64	\$ 309,601.79	\$ 254,739.61	\$ 399,118.12	\$ 439,544.80	\$ 384,389.52	405,566.98	410,876.08	435,315.81	432,328.81	465,206.35	581,861.49
Part-Time Salaries	8,057.41	28,322.50	1,723.00	13,861.08	41,356.32	16,963.65	143,918.79	113,767.86	54,116.17	46,707.60	79,214.43	30,507.25	23,162.64
Overtime	21,682.74	28,311.15	28,950.66	33,153.14	17,795.57	14,799.35	11,749.96	10,099.89	15,228.87	26,796.68	11,013.62	42,045.42	64,395.19
Fringe Benefits	48,813.90	63,189.70	85,512.66	75,031.58	142,867.97	136,087.67	157,461.73	162,610.52	173,728.41	191,444.70	218,452.60	245,721.56	314,939.45
Equipment Repairs & Maint	11,678.28	12,232.23	45,051.91	43,539.84	62,243.60	48,284.57	81,835.60	114,044.63	154,670.94	120,083.34	141,507.05	141,628.89	126,235.01
Utilities													6,506.32
Professional Services								1,400.00	1,097.99				21,329.10
Advertising	144.50	-	-	-	-	-	-						
Postage	31.81	28.15	93.12	259.07	17.23	35.41	98.85	19.78	4.29	7.96	2.28	5.00	17.28
Telephone	680.17	862.98	849.86	850.21	1,267.64	2,733.55	6,378.43	9,177.78	5,193.86	6,243.30	461.31	221.23	8,173.79
Office Supplies	2,474.03	2,536.65	3,001.65	2,689.44	2,631.51	2,861.26	2,127.36	2,307.04	2,088.34	2,442.29	3,351.61	3,820.08	3,206.66
Motor Fuel, Repairs	194.15	172.10	163.77	187.79	182.48	182.05	8.27	-	-	-	-	-	-
Clothing	-	1,754.50	625.00	499.00	-	2,101.50	1,355.19	-	-	-	-	-	-
Dues & Subscriptions	753.85	1,536.74	1,321.90	1,297.07	1,111.45	1,491.00	1,251.00	440.00	454.41	777.40	856.00	856.00	856.00
Operating Expenses	-	-	113,768.28	32,373.79	29,332.06	51,285.92	35,413.56	37,678.93	41,223.03	42,345.72	42,233.56	42,425.82	39,803.84
Travel & Training	5,609.62	9,208.45	8,746.65	8,236.74	12,934.62	11,914.28	5,444.15	4,641.11	3,265.00	4,523.39	5,002.92	8,554.04	10,066.90
Equipment	79,637.93	141,699.19	49,331.76	5,797.02	15,837.43	132,976.97	125,389.34	4,329.10	150,703.98	68,212.25	29,997.19	28,493.40	22,917.54
GIS Operations	20,000.00	4,400.00	12,981.15	2,500.00	-	-	-	-	-	-	-	-	-
Rental / Principal Lease Pymts	112,817.71	82,874.44	71,471.22	89,315.39	81,706.08	61,827.20	56,383.99	29,128.94	20,882.06	20,495.60	20,391.60	20,377.13	40,948.67
Interest Lease Pymts	-	7,158.83	14,982.97	12,934.57	8,543.88	4,117.03	1,926.89	57.61					
Capital Outlay													10,670.09
Technology													76,141.00
Risk Management													4,738.00
Total Operating	514,733.50	614,990.25	748,177.35	577,265.34	816,945.96	927,206.21	1,015,132.63	895,270.17	1,033,533.43	965,396.04	986,124.80	1,029,862.17	1,355,968.97
Transfer to Reserve for Capital	100,000.00	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 614,733.50	\$ 614,990.25	\$ 748,177.35	\$ 577,265.34	\$ 816,945.96	\$ 927,206.21	\$ 1,015,132.63	\$ 895,270.17	\$ 1,033,533.43	\$ 965,396.04	\$ 986,124.80	\$ 1,029,862.17	\$ 1,355,968.97
Net Operating / (Deficit)	\$ (82,466.03)	\$ (96,039.77)	\$ (231,991.59)	\$ (42,386.95)	\$ (215,744.92)	\$ (145,354.04)	(308,977.67)	(245,917.77)	(223,293.19)	(305,089.07)	(335,989.23)	(380,564.43)	(686,292.46)
Adjustments for Sharing Calculation:													
100% County Funded Expenditures	64,157.00	145,241.76	9,297.35	2,279.45	-	-	-	-	-	-	-	-	-
Costs associated with Redundant Center					1,370.94	73,944.16	84,868.00	32,741.00					
Net Operating / (Deficit) to be Shared	\$ (18,309.03)	\$ 49,201.99	\$ (222,694.24)	\$ (40,107.50)	\$ (214,373.98)	\$ (71,409.88)	\$ (224,109.67)	\$ (213,176.77)	\$ (223,293.19)	\$ (305,089.07)	\$ (335,989.23)	\$ (380,564.43)	\$ (686,292.46)
County Portion (63%)	\$ (12,267.05)	\$ -	\$ (149,205.14)	\$ (26,872.03)	\$ (143,630.57)	\$ (47,844.62)	(150,153.48)	(142,828.44)	(149,606.44)	(204,409.68)	(225,112.78)	(254,978.17)	(432,364.25)
Town of Smithfield Portion (28.5%)	(4,577.26)	-	(55,673.56)	(10,026.88)	(53,593.50)	(17,852.46)	(56,027.41)	(53,294.19)	(55,823.30)	(76,272.27)	(83,997.31)	(95,141.11)	(195,593.35)
Town of Windsor Portion (8.5%)	(1,464.72)	-	(17,815.54)	(3,208.60)	(17,149.92)	(5,712.79)	(17,928.77)	(17,054.14)	(17,863.46)	(24,407.13)	(26,879.14)	(30,445.15)	(58,334.86)
Total Shared Expenses	\$ (18,309.03)	\$ -	\$ (222,694.24)	\$ (40,107.50)	\$ (214,373.98)	\$ (71,409.88)	\$ (224,109.67)	\$ (213,176.77)	\$ (223,293.19)	\$ (305,089.08)	\$ (335,989.23)	\$ (380,564.43)	\$ (686,292.46)

Note:

- 1 Maintenance Contract on OSSI was billed and paid incorrectly by \$7,580, credit will be taken in '06
The maintenance contract for the stratus server (\$10,248) was not budgeted.
- 2 Operating Expenses (Verizon) were incorrectly posted in FY04 to the equipment line item and charges due to Verizon for the period Oct '03 - July '04 were not paid until August '04 due to a dispute in the billing.
- 3 Reduction in equipment line item from '04 to '05 is due to changing the posting of operating expenses.
However, it does include \$38,584 for an additional microwave hop from the water tower to the City Hall Bldg as approved by the E911 Board.
- 4 FY 10-11 County portion offset by Unappropriated Fund Balance to fund current year expenditures

Note:

- 5 FY13-14: Smithfield prepaid \$50,762.50;net due=\$44,378.61
FY13-14: Windsor overage \$1,064.16;net due=\$29,380.99
- 6 FY15: Smfd prepd \$76,920.50



Local Roots,
Global Reach

Isle of Wight County

PO Box 80
Isle of Wight, VA 23397
757-365-6273

Original

INVOICE

FY 2015 TOURISM TRUE UP

Invoice Date 09/03/2015	Invoice No. 1452
Customer Number 66388	
Invoice Total Due \$98,098.46	
Amount Paid	

Due upon receipt

B
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TOWN OF SMITHFIELD, VIRGINIA
P O BOX 246
SMITHFIELD, VA 23431

09350182016400001452200098098460

Isle of Wight County, Isle of Wight, VA 23397

Invoice Date 09/03/2015 Customer Number 66388

Description	Quantity	Price	UOM	Original Bill	Adjustment	Paid	Amount Due
TOURISM SHARED EXPENSES W/AGENCIES	1.00	\$98,098.46	EACH	\$98,098.46	\$0.00	\$0.00	\$98,098.46

G/L ACCOUNT SUMMARY:

Organization	Object	Project	GL Amount
1100	1133		\$98,098.46

Please make checks payable to Isle of Wight County

Invoice Total:

\$98,098.46

Vendor # _____

Account # _____

Dept. Head edw _____

Town Manager PLS _____

INVOICE DUE UPON RECEIPT

ISLE OF WIGHT COUNTY
Estimated FISCAL YEAR 2014-15
TOURISM TRUE-UP

	AMOUNT	
EXPENDITURES		
FY 15 Expenses	\$ 405,400.07	11817000
EXPENSES PAID BY SMITHFIELD	-	
TOTAL EXPEDITURES	<u>\$ 405,400.07</u>	
 REVENUES		
CHARGES FOR TOURISM (Revenue)	780.00	1100006-416810
CHARGES FOR TOURISM (Revenue)	13,264.16	1100006-418020
	-	
TOTAL REVENUE	<u>\$ 14,044.16</u>	
 NET EXPENDITURES	 \$ 391,355.91	
1/2 OF NET EXPENDITURES DUE FROM SMITHFIELD	\$ 195,677.96	
NET REVENUE COLLECTED BY SMITHFIELD NOT SENT TO ISLE OF WIGHT	<u>\$ -</u>	
TOTAL SMITHFIELD TOURISM COSTS	<u>\$ 195,677.96</u>	
 TOTAL PAYMENTS RECEIVED FROM SMITHFIELD	 \$ 97,579.50	1100007-418021
 DUE FROM / (DUE TO) SMITHFIELD	 <u><u>\$ 98,098.46</u></u>	1100007-418021

ISLE OF WIGHT COUNTY

YEAR-TO-DATE BUDGET REPORT

FOR 2015 13

ACCOUNTS FOR: 110 General Fund	ORIGINAL APPROP	TRANSFERS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
11817000 Tourism							
11817000 511000 Salaries and Wages	157,273	0	157,273	157,272.96	.00	.04	100.0%
11817000 513000 Part-Time Salaries	42,538	0	42,538	47,999.30	.00	-5,461.30	112.8%*
11817000 521000 Fica & Medicare Be	15,286	0	15,286	15,546.50	.00	-260.50	101.7%*
11817000 522100 VRS - Retirement B	19,014	0	19,014	19,014.48	.00	-.48	100.0%*
11817000 523000 Hospital/Medical P	25,380	0	25,380	28,215.00	.00	-2,835.00	111.2%*
11817000 524000 Group Life Insuran	2,076	0	2,076	1,871.52	.00	204.48	90.2%
11817000 528100 Deferred Comp	840	0	840	840.00	.00	.00	100.0%
11817000 531700 Professional Servi	2,600	0	2,600	.00	.00	2,600.00	0%
11817000 533100 Repairs & Maintena	48,250	0	48,250	98.91	.00	151.09	39.6%
11817000 536500 Marketing	7,527	6,777	55,455	55,123.58	350.00	-18.58	100.0%*
11817000 538650 Technology Service	1,000	0	1,000	7,527.00	.00	.00	100.0%
11817000 538655 Risk Management Se	1,000	0	1,000	1,000.00	.00	.00	100.0%
11817000 551000 Utilities	2,650	0	2,650	2,492.50	.00	157.50	94.1%
11817000 552100 Postage	1,500	481	1,981	1,989.89	.00	-8.89	100.4%*
11817000 552300 Telephone (Voice a	4,710	-742	3,968	3,940.21	.00	27.79	99.3%
11817000 554200 Lease/Rental of Bu	27,915	0	27,915	27,000.00	.00	915.00	96.7%
11817000 555010 Travel & Training	4,000	-1,311	2,689	2,688.56	.00	.44	100.0%
11817000 555555 P Card Suspense	0	1	1	.00	.00	1.00	.0%
11817000 558070 Special Events	11,900	6,461	18,361	18,183.13	.00	178.35	99.0%
11817000 558100 Dues & Association	1,390	0	1,390	1,362.00	.00	28.00	98.0%
11817000 560010 Office Supplies	8,500	731	9,231	9,230.52	.00	.00	100.0%
11817000 560030 Custodial Supplies	100	0	100	.00	.00	100.00	.0%
11817000 560060 Copier Costs	3,091	0	3,091	3,090.60	.00	.40	100.0%
11817000 560080 Fleet	1,100	0	1,100	913.41	.00	186.59	83.0%
11817000 582500 Capital Outlay	1,000	-1,000	0	.00	.00	.00	.0%
TOTAL Tourism	390,318	11,398	401,716	405,400.07	350.00	-4,034.07	101.0%
TOTAL General Fund	390,318	11,398	401,716	405,400.07	350.00	-4,034.07	101.0%
TOTAL EXPENSES	390,318	11,398	401,716	405,400.07	350.00	-4,034.07	101.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2015 13

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	390,318	11,398	401,716	405,400.07	350.00	-4,034.07	101.0%

** END OF REPORT - Generated by Donna Proffitt **

ISLE OF WIGHT COUNTY

YEAR-TO-DATE BUDGET REPORT

FOR 2015 13

ACCOUNTS FOR: 110 General Fund

1100006 Charges for Services

	ORIGINAL APPROP	TRANSFRS/ADJUSTMNTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
1100006 416810 walking Tours Incom	0	0	0	-780.00	.00	780.00	100.0%
TOTAL Charges for Services	0	0	0	-780.00	.00	780.00	100.0%
TOTAL General Fund	0	0	0	-780.00	.00	780.00	100.0%
TOTAL REVENUES	0	0	0	-780.00	.00	780.00	

ISLE OF WIGHT COUNTY

Local Board: Global Reach
ISLE OF WIGHT
 COUNTY, VIRGINIA



YEAR-TO-DATE BUDGET REPORT

FOR 2015 13

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	0	0	0	-780.00	.00	780.00	100.0%

** END OF REPORT - Generated by Donna Proffitt **

YEAR-TO-DATE BUDGET REPORT

FOR 2015 13

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFERS/ADJUSTMNTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
110 General Fund							
1100006 Charges for Services							
1100006 418020 Tourism	0	0	0	-13,264.16	.00	13,264.16	100.0%
TOTAL Charges for Services	0	0	0	-13,264.16	.00	13,264.16	100.0%
TOTAL General Fund	0	0	0	-13,264.16	.00	13,264.16	100.0%
TOTAL REVENUES	0	0	0	-13,264.16	.00	13,264.16	

ISLE OF WIGHT COUNTY

Local Board, Global Reach
ISLE OF WIGHT
 COUNTY, VIRGINIA



YEAR-TO-DATE BUDGET REPORT

FOR 2015 13

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	0	0	0	-13,264.16	.00	13,264.16	100.0%

** END OF REPORT - Generated by Donna Proffitt **

ISLE OF WIGHT COUNTY

YEAR-TO-DATE BUDGET REPORT

FOR 2015 13

ACCOUNTS FOR: 110 General Fund	ORIGINAL APPROP	TRANSFRS/ ADJUSTMNTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
1100007 Recovered Cost							
1100007 418021 Smfd Tourism Recove	0	-104,000	-104,000	-97,579.50	.00	-6,420.50	93.8%*
TOTAL Recovered Cost	0	-104,000	-104,000	-97,579.50	.00	-6,420.50	93.8%
1100008 Miscellaneous							
1100008 418021 Smfd Tourism Recove	-104,000	104,000	0	.00	.00	.00	.0%
TOTAL Miscellaneous	-104,000	104,000	0	.00	.00	.00	.0%
TOTAL General Fund	-104,000	0	-104,000	-97,579.50	.00	-6,420.50	93.8%
TOTAL REVENUES	-104,000	0	-104,000	-97,579.50	.00	-6,420.50	

ISLE OF WIGHT COUNTY



YEAR-TO-DATE BUDGET REPORT

FOR 2015 13

ACCOUNTS FOR:	Technology Services Fund	ORIGINAL APPROP	TRANSFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
6500006 Charges for Services								
6500006	418021	Smfd Tourism Recove	-7,527	0	-7,527	-7,527.00	.00	.00 100.0%
		TOTAL Charges for Services	-7,527	0	-7,527	-7,527.00	.00	.00 100.0%
		TOTAL Technology Services Fund	-7,527	0	-7,527	-7,527.00	.00	.00 100.0%
		TOTAL REVENUES	-7,527	0	-7,527	-7,527.00	.00	.00

2015 REAL ESTATE ANALYSIS			
2015 REAL ESTATE ANALYSIS			
New Assessment per Commissioner (less land use)	\$	1,083,555,700.00	
Real estate assessment per 2014 Tax Book (less land use)	\$	1,060,788,800.00	
Increase in total assessed value			2.15%
New Assessment per Commissioner/\$100			
2014 Real Estate Tax per 2014 Tax Book	\$	10,835,557.00	
Tax per \$100 of assessed value			0.1566
Current tax rate per \$100			
Decreased tax rate per \$100	\$	0.1600	
\$ difference in current rate per \$100	\$	0.1566	
% difference in current rate per \$100			0.0034
			2.15%
New Assessment per Commissioner/\$100			
Current tax rate		10,835,557.00	0.16
Revenue at new assessment with current rate of \$0.16			1,733,689.12
New Assessment per Commissioner/\$100			
Decreased tax rate		10,835,557.00	0.1566
Revenue at new assessment with roll back rate of \$0.1566			1,696,848.23
Variance between \$0.16 and \$.1566	\$		36,840.89
Value per each penny of real estate tax			\$108,355.57
			-
FYI:			
Real estate tax per 2014 tax book (after relief & land use & abate)	\$	1,674,078.00	
Real estate collected 2014	\$	1,661,279.00	
Balance uncollected	\$	12,799.00	0.77%
Real estate budgeted to date for FY2016	\$	1,675,000.00	
Less: Public Service Real Estate	\$	(29,139.00)	
Real estate budgeted for 2016 without PS RE	\$	1,645,861.00	
Revenue at new assessment with current rate of \$0.16			1,733,689.12
Balance differential between budget and new assessment at current rate	\$	87,828.12	5.34%
Reduce by estimated tax relief for elderly/veterans based on 2014		(20,984.00)	
Revised balance differential between budget and new assessment at current rate	\$	66,844.12	4.06%
New Assessment per Commissioner/\$100 less estimated veteran/elderly exemptions	\$	10,704,407.00	
Real estate budgeted for FY2016	\$	1,645,861.00	
Tax per \$100 of assessed value to meet current budget			0.1538

Trend Line Projection for Tax Year 2015

		Historical	Override
1	Current Vehicle Levy	744,139	744,139
2	Growth Rate	.81 %	.81 %
3	Total Vehicle Levy for Tax Year 2015	750,167	750,167
4	Personal Use Levy as a % of Total Vehicle Levy	67.97 %	67.97 %
5	Personal Use Levy for Tax Year 2015	509,889	509,889
6	Qualifying Levy as % of Personal Use Levy <\$1,001	.33 %	.33 %
7	Qualifying Levy for Tax Year 2015 Valued < \$1,001	1,683	1,683
8	Qualifying Levy as of Personal Levy \$1,001 - \$20,000	92.25 %	92.25 %
9	Qualifying Levy for Tax Year 2015 Valued \$1,001 - \$20,000	470,373	470,373
10	State Revenue for Tax Year 2015	240,794	
11	Intended Reimbursement Rate for Personal Use Vehicles < \$1,000 for TaxYear 2015		
	Effective Reimbursement Rate for All Other	100.00%	
12	Levy on Qualified Vehicles-Historical	239,111	239,111
13	Levy on Qualified Vehicles-Override	240,794	240,794
14	Line 15 - Line 11	470,373	470,373
15	Line 11 + Line 14	472,056	472,056

Parks and Recreation Committee Report

September 2015

Event Listing (since last committee meetings)

OTP	Day	Date	Event Type	Location
	Mon	Aug 24	Committee Meetings	Smithfield Center
	Mon	Aug 24	Business Meeting	Smithfield Center
	Tue	Aug 25	Committee Meetings	Smithfield Center
	Wed	Aug 26	PD Meeting	Smithfield Center
	Thu	Aug 27	Business Meeting	Smithfield Center
	Sat	Aug 29	Wedding Ceremony	Windsor Castle
			Wedding & Reception	Smithfield Center
 				
	Mon	Aug 31	Business Conference	Smithfield Center
	Tue	Sep 1	Town Council	Smithfield Center
	Wed	Sep 3	Army Band Concert	Smithfield Center
	Fri	Sep 4	Wedding & Reception	Smithfield Center
	Sat	Sep 5	Wedding & Reception	Smithfield Center
	Sun	Sep 6	Wedding & Reception	Smithfield Center
 				
	Tue	Sep 8	Business Meeting	Smithfield Center
			WCFB Meeting	Smithfield Center
			Planning Commission	Smithfield Center
	Wed	Sep 9	Business Meeting	Smithfield Center
	Thu	Sep 10	Banquet	Smithfield Center
	Sat	Sep 12	Wedding Ceremony	Windsor Castle
			Wedding Ceremony	Clontz Park
			Reception	Smithfield Center
 				
	Tue	Sep 15	Schoolhouse Committee	Smithfield Center
			Crimeline Meeting	Smithfield Center
			BHA&R	Smithfield Center
	Wed	Sep 16	VRS Seminar	Smithfield Center
	Thu	Sep 17	Women's Club Meeting	Smithfield Center
	Fri	Sep 18	Leadership Class	Smithfield Center
	Sat	Sep 19	Wedding Ceremony	Windsor Castle
			Reception	Smithfield Center
	Sun	Sep 20	Reception	Smithfield Center
 				
	Wed	Sep 23	Town Staff Meeting	Smithfield Center
			Cross Country Track Team Meet	Windsor Castle
	Thu	Sep 24	Wedding & Reception	Smithfield Center
	Sat	Sep 26	Wedding & Reception	Smithfield Center

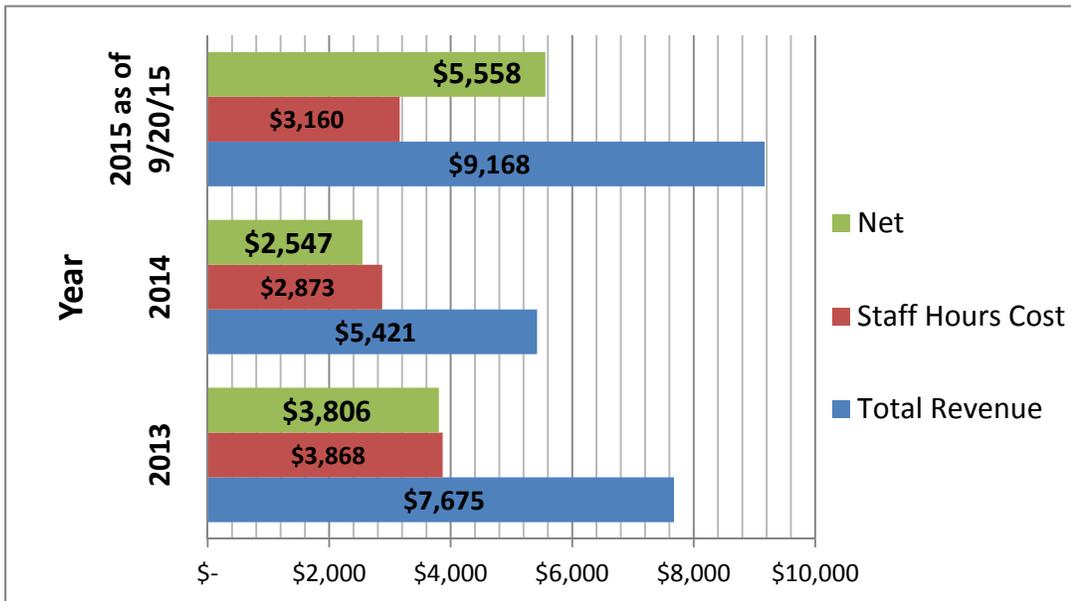
Parks and Recreation Committee Report

September 2015

Upcoming Events to Note				
OTP	Day	Date	Event Type	Location
OTP	Mon	Sep 28	Candidates Forum	Smithfield Center
OTP	Sat	Oct 3	Bacon Fest	Windsor Castle
	Mon	Oct 5 th	Candidates Forum	Smithfield Center
	Sat	Oct 10 th	Town and Country Day Events	Downtown
	Thu	Oct 22 nd	Town Training Day	Smithfield Center
	Sat	Oct 24 th	Century Blue Bike Tour	Windsor Castle
	Sat	Oct 31 st	Hamoween	Downtown

Programming

Kayak Rentals at Windsor Castle Park



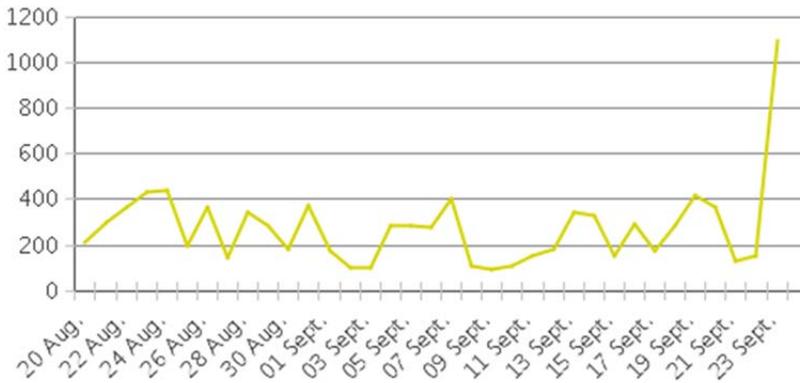
Kayak Rentals closed for the season on 9/27/15. Totals for the season will be reported in the October report.

Parks and Recreation Committee Report

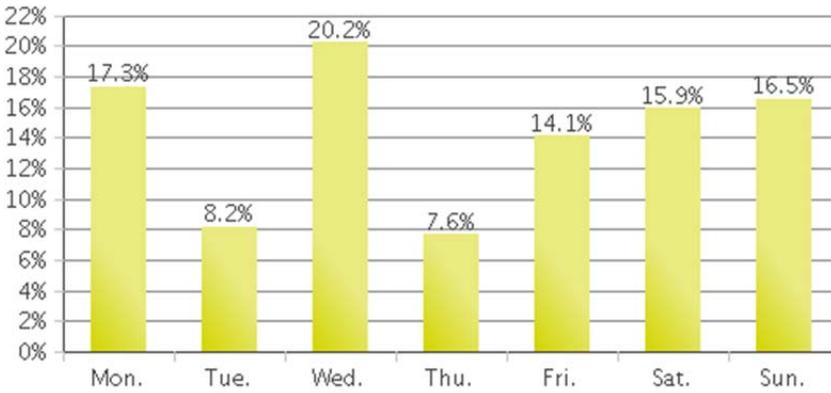
September 2015

Eco Counter Data for Windsor Castle Park			
Location: Main Parking (Dan Smith Lane)		Daily Average -276	
Busiest Days	Wed September 23 rd (1,094) –Track Meet	Mon August 24 th (438)	Sun August 23 rd (431)

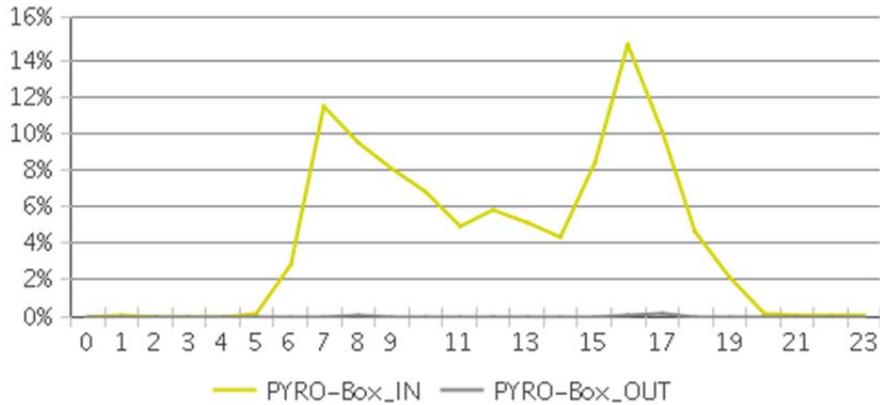
Daily Date



Weekly Profile



Hourly Profile During the Week



Parks and Recreation Committee Report

September 2015

Hourly Profile During the Weekend



NRPA Conference 2015

Some the Sessions Attended
1. Maintaining Parks & Trails in Economic Downturn
2. Walk this Way...to Your Park
3. Never Too Small to Play-Play for 0 to 5 Years Old
4. Promoting Environmental Awareness Through Leave No Trace
5. Bond, Parks Bond
6. Museums in Parks & Recreation
7. Park Design with Nature Play in Mind
8. Last Child in the Hood



Proposal

101046

THE BLAIR BROS., INC.

P.O. BOX 5413
SUFFOLK, VIRGINIA 23435
Phone: (757) 538-1696 FAX: (757) 538-0714

www.theblairbros.com

SWaM certification number 664748



TO Town Of Smithfield Attn.: Mr. Wayne Griffin 310 Institute Street Smithfield VA 23430	PHONE 757-357-4200	DATE 9/21/2015
	JOB NAME / LOCATION South Mason Street from Main Street to Cedar Street	
	FAX #	JOB PHONE

We hereby submit specifications and estimates for:

We propose to furnish all labor, equipment and materials to accomplish the following for South Mason Street - Main St. to Cedar St.:

1. Mill down 2" over entire street on South Mason Street from Main Street to Cedar Street.
2. Clean and tack.
3. Install risers provided by the Town.
4. Overlay with an average of 2" intermediate asphalt.

Total Proposed Sum: \$19,286.00

LIQUID ASPHALT CLAUSE: This quote must become part of any contract drawn up from its content. Liquid asphalt (AC) at the time of this quote is \$429.30 per ton. At the time of asphalt installation the total price shall be adjusted per the cost per ton of AC at that time.

This proposal prepared by Lee Rogers, III

~~We Propose~~ hereby to furnish material and labor - complete in accordance with the above specifications, for the sum of:

Nineteen Thousand Two Hundred Eighty Six and 00/100 Dollars dollars (\$) **19,286.00**)

Payment to be made as follows:

Net 30 days from date of invoice. 2% service charge after 30 days. The customer agrees to pay service charges and the cost of collections, including attorney's fees.

This Proposal, when accepted, confirms the agreement between the Customer and The Blair Bros., Inc. for the completion of the above described work and/or changes approved by both parties. If full payment is not made within thirty days of the date of invoice or upon previously agreed date, as per terms above, then a late charge of 2% per month will be placed on the balance outstanding. The Customer agrees to pay service charges and the cost of collection, including attorney's fees.

Authorized Signature

Note: This proposal may be withdrawn by us if not accepted within

30 days.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. If payment is made with a credit card, a convenience fee will be added.

Signature _____

Signature _____

Date of Acceptance: _____

CNGP530 VEHICLE ORDER CONFIRMATION 09/25/15 14:31:38

==> Dealer: F27054

2016 F-150 Page: 1 of 2

Order No: B99H Priority: M2 Ord FIN: QO408 Order Type: 5B Price Level: 615

Ord PEP: 101A Cust/Flt Name: SMITHFIELD PO Number:

RETAIL RETAIL

W1E F150 4X4 CREW \$36340 7000# GVWR

145" WHEELBASE FRT LICENSE BKT NC

YZ OXFORD WHITE SELECTSHIFT

A VINYL 40/20/40 NC PRO TRAILER AST

G GRAY INTERIOR 53A TRAILER TOW PKG 895

101A EQUIP GRP 2255 AM/FM CD

.XL SERIES

.POWER EQUIP GRP TOTAL BASE AND OPTIONS 44075

.SYNC XL MID DISCOUNT (750)

.CRUISE CONTROL XL DISCT CHRМ OR SPORT (500)

.BOXLINK TOTAL 42825

99F 5.0L V8 FFV ENG 1595 *THIS IS NOT AN INVOICE*

446 ELEC 6-SPD AUTO

.265/70R-17 A/T

X27 3.31 REG AXLE NC

F1=Help F2=Return to Order F8=Next

F4=Submit F5=Add to Library F3/F12=Veh Ord Menu

S006 - MORE DATA IS AVAILABLE. QC06727

fmcdealr@BF0045

Sep 25, 2015 2:31:43 PM

your Price \$29,561

MONTHLY PROGRESS REPORT FOR SEPTEMBER 2015

Locality: Town of Smithfield

Contract #: 13-01 MY2

Prepared by: Michael Paul Dodson, CFM

Project Name: Pinewood Heights Phase II Contract Completion Date: 08/27/2016

Date: 09/15/2015

FINANCIALS

CDBG Contract Amount:	\$375,280	Leverage Amount:	\$589,894
CDBG Amount Expended:	\$81,000	Leverage Amount Expended:	\$225,000

CUMLATIVE CONSTRUCTION PROGRESS
{INSERT PROJECT SPECIFIC PRODUCTS HERE}

ADMINISTRATIVE ACTIVITY

Management Plan: Is project on schedule as shown in PMP? Yes No If no, update will be furnished by: 11/10/2015

When was the last Management Team meeting? 07/14/2015 Next meeting? 10/10/2015

Budget: Is project proceeding within the approved budget? Yes No If no, revision will be furnished by: / /

Technical Assistance Required? Yes No If yes, in what area(s)?

Status: All purchase offers have been accepted. The residents at 52, 54, 110 Carver have all been relocated. The tenant at 52 Carver has been relocated and now is an owner in Isle of Wight County. The tenant/heir at 54 Carver has relocated to a new apartment. The Town owns 54 Carver and it has been secured. The Town also closed on 53 Carver, the owner's new home being built in Jersey Park that should be ready to close and occupy in 15-20 days. The cabinets and fixtures are being installed. Once the owner moves out of 53 Carver both it and 54 Carver will demolished.

Title issues are preventing the closings on 52 Carver but condemnation procedures were approved and have been started by the Town Attorney. The Town will also be working to close on 110 and 111 Carver Street. The tenant at 111 Carver residents has identified a site for a new home and will be buying a modular unit for that site. Relocation on this home will occur in late September/early October. The owners of 44 Carver have accepted their offers to sale and we are working on relocation actions now that would place them in a new purchased home. The demolition 110/111 Carver will occur once the tenant of 111 Carver has completed his relocation.

Are problems anticipated? None

Other comments: A one-year extension has been sent to the state for grant to ensure time to complete the acquisition and relocation of the two homes that have complex title issues (44 and 52 Carver).

Project Specific Products:

Owner-Occupied Acquisition (Goal=2)

Owner Occupied Homes
1) 44 Carver 2) 53 Carver
Preliminary Acquisition Letters Sent 2
1) 44 Carver 2) 53 Carver
Appraisals Completed 2
1) 44 Carver 2) 53 Carver
Review Appraisals Completed 2
1) 44 Carver 2) 53 Carver
Offer to Purchase Letters Sent 2
1) 44 Carver 2) 53 Carver
Offers Accepted 2
1) 44 Carver 2) 53 Carver
Properties Closed On 1
1) 53 Carver

Tenant-Occupied Acquisition (Goal=4)

Tenant Occupied Homes
1) 52 Carver 2) 54 Carver 3) 110 Carver 4) 111 Carver
Preliminary Acquisition Letters Sent 4
2) 52 Carver 2) 54 Carver 3) 110 Carver 4) 111 Carver
Appraisals Completed 4
1) 52 Carver 2) 54 Carver 3) 110 Carver 4) 111 Carver
Review Appraisals Completed 4
1) 52 Carver 2) 54 Carver 3) 110 Carver 4) 111 Carver
Offer to Purchase Letters Sent 4
1) 52 Carver 2) 54 Carver 3) 110 Carver 4) 111 Carver
Offers Accepted 4
1) 52 Carver 2) 54 Carver 3) 110 Carver 4) 111 Carver
Properties Closed On 1
1) 54 Carver

Owner-Occupied Relocation (Goal=2)

Owner Occupied Homes
1) 44 Carver 2) 53 Carver
Household Surveys Completed 2
1) 44 Carver 2) 53 Carver
Income Verifications Completed 2

1) 44 Carver 2) 53 Carver

Eligibility of Relocation Letters Sent 2

1) 44 Carver 2) 53 Carver

Comparable Units Found and Inspected 2

1) 44 Carver 2) 53 Carver

Households Relocated 0

Market-Rate, Renter-Occupied Relocation (Goal=3)

Market-Rate Occupied Homes

1) 52 Carver 2) 54 Carver 3) 111 Carver

Household Surveys Completed 3

1) 52 Carver 2) 54 Carver 3) 111 Carver

Income Verifications Completed 3

1) 52 Carver 2) 54 Carver 3) 111 Carver

Eligibility of Relocation Letters Sent 3

1) 52 Carver 2) 54 Carver 3) 111 Carver

Comparable Units Found and Inspected 2

1) 52 Carver 2) 54 Carver

Households Relocated 2

1) 52 Carver 2) 54 Carver

Section 8, Renter-Occupied Relocation (Goal=1)

Section 8 Occupied Homes

1) 110 Carver

Household Surveys Completed 1

1) 110 Carver

Income Verifications Completed 1

1) 110 Carver

Eligibility of Relocation Letters Sent 1

1) 110 Carver

Comparable Units Found and Inspected 1

1) 110 Carver

Households Relocated 1

1) 110 Carver

Demolition (Goal=6)

Units to be Demolished

1) 44 Carver 2) 52 Carver 3) 53 Carver 4) 54 Carver 5) 110 Carver 6) 111 Carver

Units that have been Demolished 0

PROJECT STATUS MAP

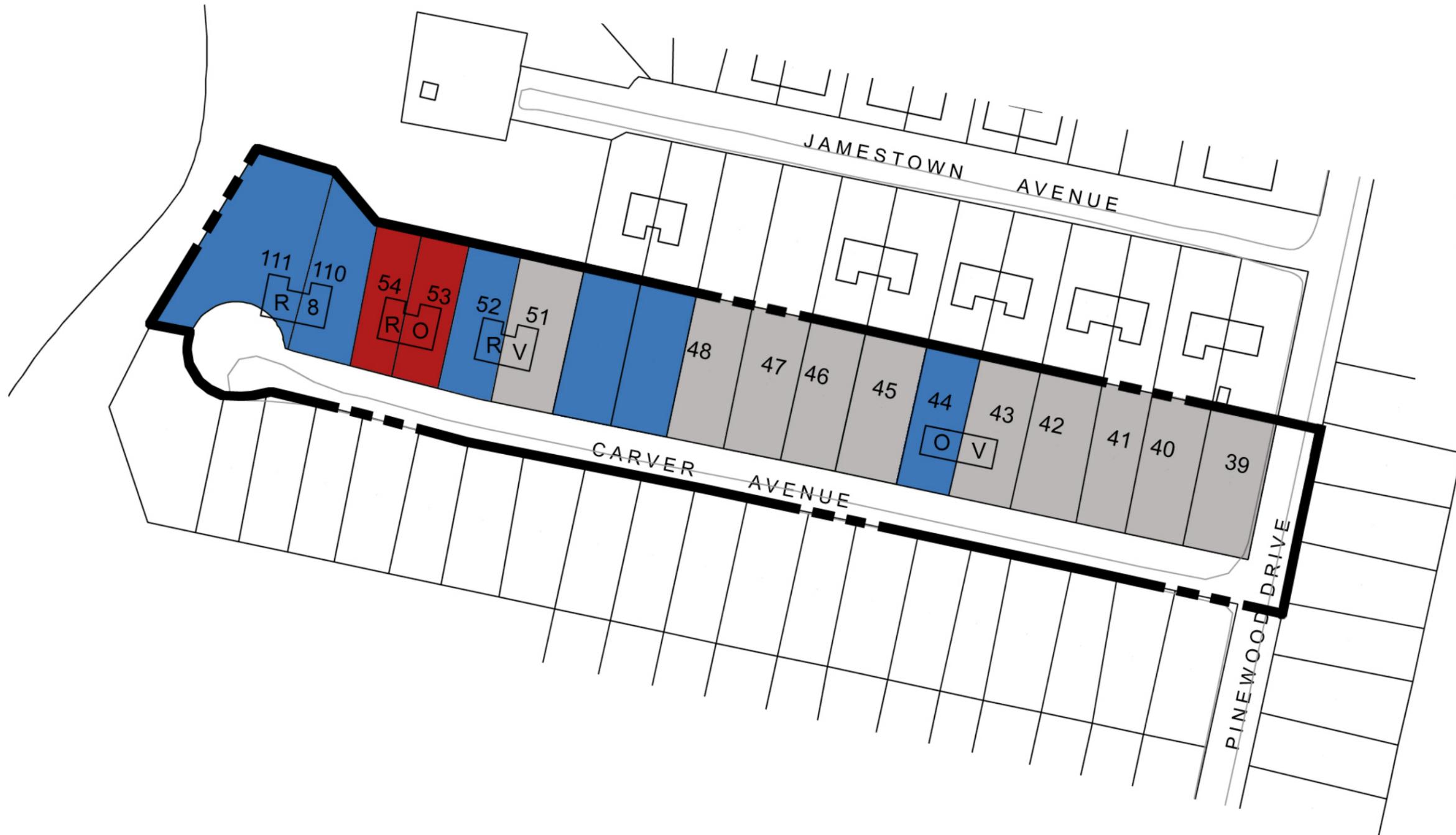
Pinewood Heights Phase II Redevelopment Project
Multi-Year 2
Town of Smithfield, Virginia

LEGEND

--- PHASE II BOUNDARY

STATUS:

- PRELIM ACQ LETTER RECEIVED BY OWNER
- APPRAISAL COMPLETE
- OFFER TO PURCHASE ACCEPTED
- OFFER TO PURCHASE DECLINED
- RELOCATION COMPLETE/IN PROCESS
- READY FOR DEMOLITION
- PROPERTIES ACQUIRED IN MY1
- O OWNER OCCUPIED
- R RENTER OCCUPIED
- 8 SECTION 8 TENANT



August 2015

COMMUNITY PLANNING PARTNERS, INC.

Peter Stephenson

From: Jai McBride <jmcbride@hrpdcva.gov>
Sent: Wednesday, September 09, 2015 4:32 PM
To: Peter Stephenson
Cc: William Saunders; Randy Keaton
Subject: Smithfield Comprehensive Plan Scope of Work
Attachments: SOW.doc

Hi Peter and William,

Please review the attached proposed Scope of Work for the Smithfield Comprehensive Plan Update. The Scope of Work was developed based on our last conversation and my review of the current plan. Please let me know if I should add any additional items. Also, please feel free to contact me if you have any questions or concerns regarding the proposed Scope of Work.

Thanks,
Jai



J. Rax-McBride
Principal Regional Planner
Hampton Roads Planning District Commission
723 Woodlake Drive
Chesapeake, VA 23320
Phone: 757-420-8300 | Fax: 757-523-4881
<http://www.hrpdcva.gov>

All email correspondence to and from this address is subject to the Virginia Freedom of Information Act and to the Virginia Public Records Act, which may result in monitoring and disclosure to third parties, including law enforcement.

ATTACHMENT I
SCOPE OF WORK
TOWN OF SMITHFIELD COMPREHENSIVE PLAN UPDATE – 2015

To support the 2015 update to the Comprehensive Plan for the Town of Smithfield, the Hampton Roads Planning District Commission (HRPDC) staff will undertake the following activities:

Analysis will be conducted for Town of Smithfield, Isle of Wight County, the Hampton Roads Region and the Commonwealth of Virginia.

The most recent U.S Census and the most recent American Community Survey will be incorporated into the analysis, as will the most recent economic data available through the HRPDC from state, federal and regional sources.

Current Conditions

Population Characteristics – Total, Age, Sex, Race, Education, Income

Economic Characteristics – Employment and unemployment, Composition – Job Types, Wages, Retail Sales

Housing Characteristics – Owner-occupied, Renter-occupied, Condition, Age, Type – Single Family, Multi-Family and Density, Others

Historic Socioeconomic Characteristics – Identify trends in the above factors

Projected Conditions

Population

Employment

NOTE: The Hampton Roads 2040 Forecast will be used as the basis for this analysis.

Environmental

Review existing Environmental Chapter to ensure compliance with Sea Level Rise regulations.

Transportation

Review existing Transportation Chapter to ensure compliance with VDOT's requirements.

Documentation

Technical memoranda will be prepared documenting the data and the various analyses conducted. The memoranda will include charts and tables. Information will be formatted so that it can be incorporated into the Comprehensive Plan document being prepared by the Town staff. In addition to hard copy reports and digital data will be produced.

PROJECT COSTS

Cost to the Town of Smithfield for this work will not exceed \$20,000. This will cover HRPDC personnel costs, direct charges and administrative costs. Any excess costs will be covered through the basic HRPDC budget (annual contributions) and will be treated as the HRPDC contribution to the effort.

If the Town elects to expand the Scope of Work beyond the items in Attachment I, the Town and HRPDC will develop an amendment to the Scope, Project Schedule and Project Budget to accommodate the additional work.