



SMITHFIELD TOWN COUNCIL AGENDA

July 7, 2026 at 6:30 PM
220 North Church Street

- 1. Call To Order**
- 2. Pledge Of Allegiance**
- 3. Informational Reports**
 - a. Town Manager's Report
 - b. Work Session Minutes from 6-22-2026

4. Upcoming Meetings And Activities

July 3	Town Offices Closed in Observance of Independence Day Holiday
July 7	6:30 p.m. - Town Council Meeting
July 14	6:30 p.m. - Planning Commission Meeting
July 21	6:30 p.m. - Board of Historic and Architectural Review
July 21	7:30 p.m. - Board of Zoning Appeals
July 27	3:00 p.m. - Town Council Work Session

NOTE: All of the above public meetings will be held at the Smithfield Center, unless otherwise noted.

- 5. Public Comments**
- 6. Council Comments**

NOTICE OF INTENT TO COMPLY WITH THE AMERICANS WITH DISABILITIES ACT (ADA) Reasonable efforts will be made to provide assistance or special arrangements to qualified individuals with disabilities in order to participate in or attend Planning Commission meetings. ADA compliant hearing devices are available for use upon request. Please call 1-(757)-365-4200 at least twenty-four (24) hours prior to the meeting date so that proper arrangements may be made.

- 7. Consent Agenda Items**

- a. Invoices Over \$20,000 Requiring Council Authorization:
 - i. CivicPlus - Website \$ 20,687.30
 - ii. RDA Systems, Inc. - Financial Software \$ 39,150.00
- b. Resolution of Support to Submit the South Church Street Widening and Shared Use Path Improvement Project for Smartscale Evaluation and Funding Through the Virginia Department of Transportation
- c. Motion to Approve the Joint Town Council and Planning Commission Summary Minutes of April 22nd, 2026.
- d. Motion to Approve the Town Council Summary Minutes of June 2nd, 2026

8. Action Items

- a. PUBLIC HEARING: Special Use Permit (Residential to Commercial) - 203 Main Street - 203 Main Street, LLC, Jay Hassell, applicant.
[Tammie Clary, Director of Community Development and Planning](#)
- b. PUBLIC HEARING: Special Use Permit (Private School) - 409C Main Street - Sarah Edwards, applicant.
[Tammie Clary, Director of Community Development and Planning](#)

9. New Business

- a. Invoices Over \$20,000 Received Since Finance TC Work Session:
[Ed Heide, Director of Public Works and Utilities](#)
 - i. Virginia Control & Electrical Services, LLC - Crescent Pump Station \$ 51,750.00
 - ii. Virginia Control & Electrical Services, LLC - Plaza Pump Station \$ 50,000.00
 - iii. Virginia Control & Electrical Services, LLC - Crescent Pump Station \$ 22,900.00
 - iv. Virginia Control & Electrical Services, LLC - Wellington Pump Station \$ 22,900.00
 - v. Lewis Construction of Virginia, Inc. - 1503 Magruder Road - Sewer \$ 44,825.00

10. Old Business

11. Additional Discussion

12. Adjournment