

The Smithfield Town Council held its regular meeting on Tuesday, June 2nd, 2026. The meeting was called to order at 6:30 PM.

Members present:

Michael Smith - Mayor
Bill Harris - Vice Mayor
Steve Bowman
Mary Ellen Bebermeyer
Valerie Bulter
Darren Cutler
Jeff Brooks

Members absent:

None

Staff present:

Michael Stallings – Town Manager
Lesley King – Town Clerk
Tammie Clary – Community Development & Planning Director
Ed Heide – Director of Public Works
Judy Winslow – Director of Tourism
Laura Ross – Treasurer
Judy Winslow - Director of Tourism
Stephanie Kensicki - Assistant Director of Tourism
Alonzo Howell – Chief, Smithfield Police Department
Chris Meier - Deputy Chief Smithfield Police Department
Steve Clark - Grounds Attendant
Kyle Warren - Grounds Attendant

Legal Representation:

Chris Mackenzie - Sands Anderson, Interim Town Attorney

Press:

Stephen Faleski - The Smithfield Times

Citizens:

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Mayor Smith welcomed all attendees to the meeting and asked all present to stand for the Pledge of Allegiance.

- 1. Call To Order**
- 2. Pledge Of Allegiance**
- 3. Informational Reports**

Vice Mayor Harris reviewed that he had previously spoken with the Town Manager on the subject and asked if he could give an update on the Industrial Park Program.

The Town Manager explained that they had been working with the Town's Consulting Engineer on the master planning at the site. He stated that all the utility infrastructure master planning at the site had been completed, and they were wrapping up the storm water master planning currently. He noted that they had been in contact with Smithfield Foods as there was a possibility that the Town would purchase a small piece of property behind their truck maintenance facility that would allow them to build a stormwater pond in a way that impacted less of the buildable lots at the site.

Vice Mayor Harris asked for confirmation that all of those actions had to be done prior to their applying for the grant.

The Town Manager reported that all of that work would place the Town in a different tier for site readiness to be able to qualify for the grant. He confirmed that there were contractors that had expressed continued interest in the project.

Vice Mayor Harris asked if the Council could receive a list of interested parties in the next week.

Councilman Cutler asked if the Council could also receive an update on requested research into employee incentives, speed limits as the town was approached, and the Capital Improvement Plan (CIP) expenditure year-to-date.

- a. Town Manager's Reports
- b. Committee Summary Reports

4. Upcoming Meetings And Activities

June 2 -	6:30 p.m. - Town Council Meeting
June 9 -	6:30 p.m. - Planning Commission Meeting
June 16 -	6:30 p.m. - Board of Historic and Architectural Review
June 16 -	7:30 p.m. - Board of Zoning Appeals
June 19 -	Town Offices Closed in Observance of Juneteenth Day
June 22 -	3:00 p.m. - Town Council Committee Meetings

5. Public Comments

Mayor Smith observed that there were no sign-ups to speak from the public. He asked if there was anyone present who wished to speak. Hearing and seeing none he closed the public comments section.

6. Council Comments

Councilwoman Bebermeyer pointed out that the Town of Smithfield had many events coming up in the next few weeks. She asked Judy Winslow, Director of Tourism, if she would brief the Council on the upcoming festivities.

Mrs. Winslow pointed out that all the Town Council Members had been provided with a Commemorative Program for the "Smithfield Maritime Rendezvous" activities occurring June 12th through the 14th. She reported that Smithfield was chosen as one of the Sail250 communities to host ships that would be open for free tours, and she listed several other events happening around the town. Mrs. Winslow related that they were extremely excited to be a part of the event. She stated that there would be a drone show at Windsor Castle Park on Saturday, June 13th at around 9:15 pm. She added that the Town Manager had assisted them in securing a "Tiki Boat" for the first time out of Smithfield Station, which would help them to expand their waterfront activities.

Councilwoman Bebermeyer confirmed that the Tiki Boat would be available throughout the summer.

Mrs. Winslow noted that there were all sorts of activities and events planned throughout the town, not just down at Smithfield Station.

Councilman Bowman asked if Mrs. Winslow had communicated with the Veterans of Foreign Wars (VFW) about the event timing so that they may coordinate when they place flags throughout the town as Flag Day was June 14th.

Mrs. Winslow stated that she had not, but it was a great idea and she would contact them.

7. Consent Agenda Items

Councilman Brooks made a motion to approve the Consent Agenda as presented.

Councilman Bowman seconded the motion.

Mayor Smith called for the vote, with seven members present. Councilman Bowman voted aye, Councilwoman Butler voted aye, Councilman Brooks voted aye, Councilwoman Bebermeyer voted aye, Councilman Cutler voted aye, Vice Mayor Harris voted aye, and Mayor Smith voted aye. The motion passed unanimously.

- a. **Invoices Over \$20,000 Requiring Council Authorization.**
Finance Committee Chair, Jeff Brooks
 - i. Core and Main - Water Meters \$32,523.00
- b. **Motion to Approve the Town Council Summary Minutes from May 5th and May 18th, 2026.**
Michael Smith, Mayor

8. Action Items

- a. **Public Hearing: Text Amendment - SZO Article 3.H (Downtown), 3.M (Historic Preservations Overlay, and 13 (Definitions) - Town Staff, applicant.**
Tammie Clary, Director of Community Development and Planning

Mrs. Clary reported that in order to comply with the state code that will be effective July 1, 2026, this is a proposed text amendment to Articles 3.H.10, 3.M.C.1, and 13 of the Zoning Ordinance to exclude permanent manufactured dwellings in the Downtown and Historic Preservation Overlay Districts. We are also providing a definition for permanent manufactured dwellings. She reported that the Planning Commission had voted 6/1 to favorably recommend the proposed changes to the Town Council. She added that the Interim Town Attorney had confirmed that the amendment complied with state code.

Mayor Smith reported that the matter was subject to a public hearing and confirmed that there were no members of the public who signed up to speak. He asked if anyone present wished to comment. Hearing and seeing none, he closed the public hearing.

Councilman Cutler made a motion to approve the proposed Text Amendment as presented.

Councilman Bowman seconded the motion.

Councilwoman Butler confirmed that the amendment would not allow manufactured homes within the Historic District. She asked if that took precedence over the legislature.

Mrs. Clary explained that the new state code allowed them to treat the Historic District separately.

Vice Mayor Harris asked Mrs. Clary if she would summarize the discussion had by the Planning Commission on the matter.

Mrs. Clary reported that there had been a gentleman present who spoke during the public hearing that held the opinion that the amendment was against Virginia code. She reiterated that the Interim Town Attorney had been present at that meeting and confirmed that what was proposed did comply with the state code. She stated that Dr. Pope had reported that he was not concerned with how the product was made, but he was concerned about how it would look. She noted that the guidelines addressed the foundation and maintenance and offered some suggestions. She related that the Staff had wanted to make it clear that there would not be manufactured houses in the Historic District.

Mr. Cutler added that the speaker referenced had not made the case at all that there should be a mobile home park in the Historic District, but he had been anticipating law changes. He said that the law already allowed the Council to deny manufactured home applications as they came, but passing the amendment would make it harder to remove the law in the future.

Vice Mayor Harris emphasized that the Town Council had no intention of banning pre-manufactured homes anywhere else in the town.

Mrs. Clary observed that Vice Mayor Harris's statement was correct.

Vice Mayor Harris said that the principal argument that he had heard was that the general appearance of a manufactured home would not conform with what was present downtown.

Mrs. Clary confirmed that had been the Staff's concern. She added that the language of the new legislation, effective July 1st, specifically allowed the town the opportunity to restrict manufactured homes in the Historic District and, in response, that is the route that the Town Staff pursued.

Vice Mayor Harris acknowledged that there were a number of builders that produced manufactured homes that looked historically accurate, and suggested that maybe they back off and complete more research. He noted that they had many discussions about keeping things affordable and remaining cost-conscious, and if there was an appropriate option available they should take a longer look. He asked Councilman Cutler to share construction concerns that had been raised.

Councilman Cutler reported that the concerns raised had been focused on mobile homes that were constructed on a fixed frame as opposed to a modular design that was placed together at the site. He noted that the speaker present at the public hearing held during the Planning Commission meeting was an authorized representative of an organization along the lines of the Virginia Mobile Homeowners Sales Association, and had spoken very well. He recalled that the concern raised had been in regard to a law change that may occur to allow some other types of homes that would be able to conform with appearance and guidelines, but currently they were not in such a position.

Mrs. Clary clarified that the town did provide a separate definition for modular homes, and those were permitted in the Historic District provided that they met the guidelines.

Councilman Bowman asked Vice Mayor Harris if he was suggesting that they table the matter for further investigation and to clarify his stance.

Vice Mayor Harris stated that he wanted to hear the other Council members' thoughts on considering the different information available. He pointed out that the argument was that manufactured homes were not stable or safe, but they were allowed in other districts. He related that he would go the way of the entire group and did not want to stop the process, but he did not think they needed to be in such a hurry.

Councilman Cutler noted that the concern was not so much with the stability but the construction of a mobile home on a fixed trailer. He stated that there was a way to install a brick underpinning, but it would still not constitute a structure that conformed to the guidelines.

Mayor Smith called for the vote, with seven members present. Vice Mayor Harris voted aye, Councilwoman Bebermeyer voted aye, Councilman Brooks voted aye, Councilman Cutler voted aye, Councilwoman Butler voted aye, Councilman Bowman voted aye, and Mayor Smith voted aye. The motion passed unanimously.

b. Public Hearing: Text Amendment - SZO Article 12 (Board of Zoning Appeals) and 13 (Definitions) - Town Staff, applicant.
[Tammie Clary, Director of Community Development and Planning](#)

Mrs. Clary reported that the proposed Text Amendment to Articles 12 and 13 of the Zoning Ordinance to update the language for Article 12 Board of Zoning Appeals was also in response to legislation changes effective July 1, 2026. She noted that they had also updated the definition of variance.

Mayor Smith reported that the matter was subject to a public hearing and confirmed that there were no members of the public who signed up to speak. He asked if anyone present wished to comment. Hearing and seeing none, he closed the public hearing.

Councilman Cutler made a motion to approve the proposed Text Amendment as presented.

Councilwoman Bebermeyer seconded the motion.

Mayor Smith called for the vote, with seven members present. Vice Mayor Harris voted aye, Councilwoman Bebermeyer voted aye, Councilman Brooks voted aye, Councilman Cutler voted aye, Councilwoman Butler voted aye, Councilman Bowman voted aye, and Mayor Smith voted aye. The motion passed unanimously.

c. **Public Hearing: Text Amendment - SZO Article 3.R (Entrance Corridor Overlay) - Town Staff, applicant.**
[Tammie Clary, Director of Community Development and Planning](#)

Mrs. Clary reported that, as advised by legal counsel, the proposed Text Amendment to Article 3.R of the Zoning Ordinance would update the Entrance Corridor Overlay District and bring it in line with state code for the designated agent. She stated that site-specific requirements were relocated to Articles 9 (Landscaping) & 8 (Parking & Loading).

This text amendment clarifies the following:

- 500' will be measured from the road centerlines
- Exemptions for attached and detached single family dwellings and residential accessory structures on residential lots.
- Multifamily structures are not exempt
- Design Development Plan Review and procedures
- Separation of Authority
- Appeal process.

Mayor Smith reported that the matter was subject to a public hearing and confirmed that there were no members of the public who signed up to speak. He asked if anyone present wished to comment. Hearing and seeing none, he closed the public hearing.

Councilman Bowman made a motion to approve the proposed Text Amendment as presented.

Councilman Brooks seconded the motion.

Councilman Cutler clarified that the Planning Commission would be limited to review of architectural design, materials compatibility, and visual appearance. He continued that the Planning Commission could no longer comment on site plan elements, building location, setbacks, access, and circulation as they would be reviewed and administered by the zoning administrator.

Mrs. Clary reported that the separation had been included by the Interim Town Attorney.

Mr. Mackenzie explained that there was a law created the previous year that had created the Designated Agent structure under subdivision ordinances. He stated that the Entrance Corridor Overlay (ECO) was a part of the zoning ordinance. He noted that the subdivision ordinance had been fairly ministerial, but the zoning ordinance was much more discretionary. He pointed out that the ECO weaved the two processes together, which was not a problem when the Planning Commission was involved with both, but now that State law required the two to be separated, the amendments that they had been reviewing were proposed in order to clarify that separation. Mr. Mackenzie reviewed that of the options to address the matter, the proposed amendments were the quickest fix.

Mayor Smith called for the vote, with seven members present. Councilwoman Butler voted aye, Councilman Cutler voted aye, Councilman Brooks voted aye, Councilwoman Bebermeyer voted aye, Vice Mayor Harris voted aye, Councilman Bowman voted aye, and Mayor Smith voted aye. The motion passed unanimously.

d. **Public Hearing: Resolution Endorsing the Town's Participation in VDOT's Comprehensive Roadside Management Program (CRMP) for the Right-Of-Way Located to the Immediate East of TPIN 22-01-005H.**
[Tammie Clary, Director of Community Development and Planning](#)

Mrs. Clary reported that the Planning Commission approved the CRMP located within the Entrance Corridor Overlay on November 11th, 2025. She stated that VDOT requires the Town to function as the permittee. She said that the town had a maintenance agreement with Hutton, to ensure the area is maintained, and the resolution endorsed the Town's participation in VDOT's CRMP for this area.

Mayor Smith reported that the matter was subject to a public hearing and confirmed that there were no members of the public who signed up to speak. He asked if anyone present wished to comment. Hearing and seeing none, he closed the public hearing.

Vice Mayor Harris asked Mrs. Clary to review what the town's participation would entail.

Mrs. Clary explained that in order for Hutton to make the proposed improvements that included landscaping and matching fencing, VDOT required a Resolution from the town.

Councilman Cutler made a motion to approve the Resolution as presented.

Councilman Bowman seconded the motion.

Mayor Smith called for the vote, with seven members present. Vice Mayor Harris voted aye, Councilwoman Bebermeyer voted aye, Councilman Brooks voted aye, Councilman Cutler voted aye, Councilwoman Butler voted aye, Councilman Bowman voted aye, and Mayor Smith voted aye. The motion passed unanimously.

- e. **Motion to Accept the Letter of Engagement from Thompson McMullan Attorneys at Law.**
Michael Stallings, Town Manager

The Town Manager reviewed that the Town Council had initiated a Request for Proposal (RFP) process for legal services. He stated that at the conclusion of the process, he had been directed by the Council to engage the firm of Thompson McMullen for their legal services. He pointed out that a copy of the engagement letter had been included in their informational packet. He added that the agreement was effective July 1st.

Councilman Bowman made a motion to accept the letter of engagement as presented.

Councilman Brooks seconded the motion.

Councilman Bowman stated that his motion in no way impugned the level of service that the Town had received from the Interim Attorney services provided by the team at Sands Anderson.

Vice Mayor Harris commended Mr. Mackenzie for his ability to embrace the Council and the community so quickly, and thanked him for the job he had done.

Councilwoman Bebermeyer expressed her appreciation to Mr. Mackenzie for his guidance through some very challenging situations.

Mr. Mackenzie thanked the Council for their comments and said it had been the firm's pleasure to serve them.

Councilwoman Butler added her thanks to Mr. Mackenzie for his services.

Mayor Smith called for the vote, with seven members present. Vice Mayor Harris voted aye, Councilwoman Bebermeyer voted aye, Councilman Brooks voted aye, Councilman Cutler voted aye, Councilwoman Butler voted aye, Councilman Bowman voted aye, and Mayor Smith voted aye. The motion passed unanimously.

9. New Business

Mayor Smith confirmed that there was no New Business for discussion.

10. Old Business

- a. **Resolution Approving and Adopting the Fiscal Year 2026-2027 Operating Budget for the Town of Smithfield, Virginia and Appropriating the Requisite Funds for Said Budget.**
Michael Stallings, Town Manager

The Town Manager explained that the next few items would all relate to the adoption of the

fiscal year 2026 - 2027, including the operating budget, ordinances, and the resolutions required in order to implement it. He reviewed that a public hearing had been held on May 18th, with items deferred until the current meeting for action. He explained that the first resolution adopted the operating budget and appropriated the funds, the second was the ordinance that imposed the taxes that provided those funds, the third item adopted the Capital Improvement Plan through the next four years, and the final item was the ordinance that would adopt and establish the water and sewer rates. He stated that each item would need a separate motion.

Councilman Bowman made a motion to approve the Resolution as presented.

Councilwoman Bebermeyer seconded the motion.

Councilman Cutler stated that he intended to vote yes to approve the budget, but suggested that they look forward to next year's budget when considering if they needed to take from the reserves for a third time. He added that while he supported the town's charitable giving, he did not think it was in the town's best interest to increase the amount given when they did not have a balanced budget.

Councilman Bowman recalled that they had discussed the matter and had moved toward Mayor Smith appointing a committee that would address the concerns raised regarding the following year's budget.

Councilman Cutler noted that the committee referenced would address the matter of the town's charitable giving but not the balancing of the budget.

Vice Mayor Harris added that he would also vote to approve the budget presented, but wanted to reiterate that they should start budget consideration much earlier to effectively understand what was needed and what the feedback from the public was.

Councilwoman Butler stated that currently the budget was put together and given to the Town Council members for them to be able to study the information presented and then ask questions or make recommendations. She related that when she first started as a Town Council member, they reviewed the proposed budget line item by line item for discussion. She observed that a line-by-line review would work better for her personally, and agreed that they should start their budget review earlier as a result.

Mayor Smith called for the vote, with seven members present. Councilman Cutler voted aye, Councilman Brooks voted aye, Councilman Bowman voted aye, Councilwoman Bebermeyer voted aye, Councilwoman Butler voted aye, Vice Mayor Harris voted aye, and Mayor Smith voted aye. The motion passed unanimously.

b. An Ordinance Imposing and Levying Taxes Within the Town of Smithfield, Virginia Upon Real Property, Upon Public Service Corporation, Upon Personal Property, Upon Machinery and Tools, and Upon Mobile Homes for the Calendar Year Beginning January 1, 2026, and Ending December 31, 2027.

[Michael Stallings, Town Manager](#)

Councilman Brooks made a motion to approve the Ordinance as presented.

Councilwoman Bebermeyer seconded the motion.

The Town Manager noted that there were no increases in any of the recommended tax rates.

Mayor Smith called for the vote, with seven members present. Councilman Cutler voted aye, Councilman Brooks voted aye, Councilman Bowman voted aye, Councilwoman Bebermeyer voted aye, Councilwoman Butler voted aye, Vice Mayor Harris voted aye, and Mayor Smith voted aye. The motion passed unanimously.

c. Resolution Approving and Adopting the Five-Year Capital Improvements Plan (CIP) for the Period Covered By Fiscal Years 2026-2027 Through 2030-2031.

[Michael Stallings, Town Manager](#)

Councilman Bowman made a motion to approve the Resolution as presented.

Councilwoman Bebermeyer seconded the motion.

Councilman Cutler recognized that the Council would likely plan a retreat for later in the fall. He pointed out that with the purchase of the Pierceville property and the Park-to-Park trail updates there was much to discuss at that event.

Mayor Smith called for the vote, with seven members present. Councilman Cutler voted aye, Councilman Brooks voted aye, Councilman Bowman voted aye, Councilwoman Bebermeyer voted aye, Councilwoman Butler voted aye, Vice Mayor Harris voted aye, and Mayor Smith voted aye. The motion passed unanimously.

d. An Ordinance Establishing the Water and Sewer Rate Schedule for the Water and Sewer Systems Owned and Operated by the Town of Smithfield, Virginia.

Michael Stallings, Town Manager

The Town Manager gave the reminder that there was a 25 cent increase per thousand gallas in the water rates which was done in relation to the water and sewer rate study that the town had completed.

Councilman Cutler made a motion to approve the Ordinance as presented.

Councilman Brooks seconded the motion.

Mayor Smith called for the vote, with seven members present. Councilman Cutler voted aye, Councilman Brooks voted aye, Councilman Bowman voted aye, Councilwoman Bebermeyer voted aye, Councilwoman Butler voted aye, Vice Mayor Harris voted aye, and Mayor Smith voted aye. The motion passed unanimously.

11. Additional Discussion

Councilman Cutler requested that they find somewhere to fit in discussion of the newly acquired property in order to make some immediate enhancements that would make it safe and useful. He recommended that they start on a process that began with citizen involvement. He asked the Town Manager if there had been any continued discussion about the proposed wall construction.

The Town Manager recalled that the discussion among the Town Council had been that it was not something that they wanted to pursue currently, and they had indicated that they may pursue it once they had identified how they would like to use the parcel.

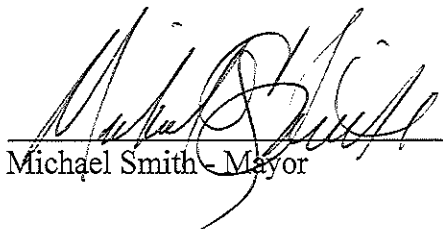
Councilman Cutler reviewed that the Town Manager had provided the Council members with conceptual renderings of the project. He asked if there had been any movement to discuss those further.

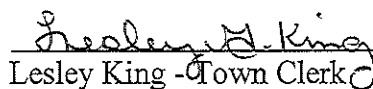
The Town Manager said that there had not. He reported that since they had closed on the property, he had ordered a survey that would allow the town to combine it into one parcel. He reviewed that once that was completed, the Council had expressed interest in rezoning the property to Community Conservation.

Vice Mayor Harris extended his thanks to Mrs. Winslow for all she did for the town and to Ed Hiede, Director of Public Works, for his quick attention to an issue that had arisen during the Grace Street utilities project.

12. Adjournment

The meeting adjourned at 7:19 pm.


Michael Smith - Mayor


Lesley King - Town Clerk