



Mayor

M. Andy Moore

Mayor Pro-Tem

Roger A. Wood

Council Members

Dr. Gettys Cohen, Jr.

Sloan Stevens

Travis Scott

David Barbour

John A. Dunn

Stephen Rabil

Town Attorney

Robert Spence, Jr.

Town Manager

Michael L. Scott

Finance Director

Andrew Harris

Town Clerk

Elaine Andrews

## Town Council

## Agenda

## Packet

Meeting Date: Tuesday September 2, 2025

Meeting Time: 7:00 p.m.

Meeting Place: Town Hall Council Chambers

350 East Market Street

Smithfield, NC 27577





**TOWN OF SMITHFIELD  
TOWN COUNCIL AGENDA  
REGULAR MEETING  
September 2, 2025  
7:00 PM**

**Call to Order**

**Invocation**

**Pledge of Allegiance**

**Approval of Agenda**

**Presentations:**

**Page**

- 1. Proclamation: Declaring September 17-23, 2025 as Constitution Week in the Town of Smithfield**  
(Mayor – M. Andy Moore) See attached information.....1
- 2. Presentation – Consideration and approval for a mural honoring the Tuscarora people to be placed on the side of the building at 134 S 3<sup>rd</sup> Street:** The Johnston County Committee for *America250NC* would like to present plans for a historical mural honoring the Tuscarora people. They have received a \$10,000 grant and have permission to place the mural on the building at 134 S Third St.  
(Assistant Town Manager – Kimberly Pickett) See attached information.....2

**Public Hearing:**

- 1. Consideration and request for approval to hold a public hearing for ANX-25-03:**  
The Town Council is requested hold a public hearing, for consideration to adopt Ordinance No. 528 -2025, for the voluntary contiguous annexation of Heath Street #215 parcels into the Town of Smithfield Corporate Limits. Heath Street #215 has submitted a petition for voluntarily annexation of the 18.10 acres (Johnston County Tax ID 15078009K) to the Town of Smithfield.  
(Planning Director – Stephen Wensman) See attached information.....5

**Citizens Comments:**

**Consent Agenda Items:**

- 1. Approval of Minutes**
  - a) June 17, 2025 – Regular Session.....17
  - b) June 24, 2025 – Budget Session.....23
  - c) July 15, 2025 – Regular Session.....28

2. **Consideration and request for approval to adopt Resolution No. 786 (25 - 2025) fixing the public hearing date for annexation ANX-25-04 - Bellamy Development:**  
 The Town of Smithfield received a petition from E & F Properties, Inc. for voluntary contiguous annexation of 498.283 acres into the Town of Smithfield. The property is located on Wilsons Mills Road and Lee-Youngblood Road, north and east of Poplar Creek.  
 (Planning Director – Stephen Wensman) See attached information.....42
  
3. **Consideration and request for approval for Bulldog Harley Davidson to hold a Bulldog Beard Contest on September 6th, 2025:** Bulldog Harley-Davidson is requesting to hold a Bulldog Beard Contest at 1043 Outlet Center Drive on September 6, 2025. This event will run from 11:00 am to 4:00 pm. Tasty Turkey-Que food truck will be on-site to sell food. Two beers will be given away to customers age 21 and older and live music will be provided between 12:00 pm-3:00 pm  
 (Planning Director – Stephen Wensman) See attached information.....65
  
4. **Consideration and request for approval for Bulldog Harley Davidson to hold Bike Night on September 11, 2025:** Bulldog Harley-Davidson is requesting to hold a Bike Night at 1043 Outlet Center Drive on September 11, 2025. This event will run from 5:00 pm to 8:00 pm. Deevine Dogs food trailer will be on-site to sell food. Two beers will be given away to customers age 21 and older and live music will be provided between 5:00 pm – 8:00 pm.  
 (Planning Director – Stephen Wensman) See attached information.....73
  
5. **Consideration and request for approval for Bulldog Harley Davidson to hold Test Ride Days on September 13, 2025:** Bulldog Harley-Davidson is requesting to hold Test Ride Days at 1043 Outlet Center Drive on September 13, 2025. This event will run from 11:00 am to 4:00 pm. Tacos Mama Chava food truck will be on-site to sell food. Two beers will be given away to customers age 21 and older. No amplified sound will be used.  
 (Planning Director – Stephen Wensman) See attached information.....82
  
6. **Consideration and request for approval for Bulldog Harley Davidson to hold a Harley Fashion Show on September 20, 2025:** Bulldog Harley-Davidson is requesting to hold Harley Fashion Show at 1043 Outlet Center Drive on September 20, 2025. This event will run from 11:00 am to 4:00 pm. Smashmasters food truck will be on-site to sell food. Two beers will be given away to customers age 21 and older. A DJ will play music between 12:00 pm- 3:00 pm.  
 (Planning Director – Stephen Wensman) See attached information.....90
  
7. **Consideration and request for approval for Bulldog Harley Davidson to hold Triketoberfest on September 27, 2025:** Bulldog Harley-Davidson is requesting to hold Triketoberfest at 1043 Outlet Center Drive on September 27, 2025. This event will run from 11:00 am to 4:00 pm. Gents Bounty BBQ food truck will be on-site to sell food. Two beers will be given away to customers age 21 and older. Live music will be provided between 12:00 pm – 3:00 pm. There will also be a gift card giveaway.  
 (Planning Director – Stephen Wensman) See attached information.....98
  
8. **Consideration and request for approval for the Smithfield Parks and Recreation Department to host Fall Fridays on Front at the Neuse River Amphitheater:**  
 Smithfield Parks and Recreation requests approval to host *Fall Fridays on Front Street* concerts at the Neuse River Amphitheater on September 5, October 3, and November 7, 2025, from 7:00 pm–10:00 pm. Amplified sound will be used from 3:00 pm–10:00 pm. The events are expected to draw 100 plus attendees, with alcohol and food sales on site. The request includes closure of South Front Street, with Smithfield Police providing security. No additional trash cans have been requested.  
 (Planning Director – Stephen Wensman) See attached information.....106

- 9. Consideration and request for approval for the purchase of a street sweeper for the Public Works Department:** The Town Council approved \$290,000.00 for FY 25/26 under the Public Works Sanitation capital line to purchase a new Street Sweeper. The Public Works department received proposals from three (3) companies. It is the recommendation of the Public Works department to purchase the 2025 from *Bucher Municipal* (City Cat Street Sweeper 5006) in the amount of \$289,500.00 with additional tags and warranties (Public Works Director – Lawrence Davis) See attached information.....110
- 10. Consideration and request for approval for the purchase of a knuckle boom truck for the Public Works Department:** The Town Council approved \$220,000.00 in the Public Works Sanitation Division capital line for the purchase of a new Knuckle boom Loader truck. The Public Works Department received three (3) bids for the purchase. Staff recommends to award *Lilley International* the purchase contract in the amount of \$215,007.64 and warranty protection Plan (Public Works Director – Lawrence Davis) See attached information.....128
- 11. Consideration and request for approval to promote one employee from Utility Line Mechanic to the position of Utility Construction Inspector/Line Locator in the Public Utilities Department:** The Department requests to fill this vacancy, in accordance with approved staffing levels in the current year's budget. The candidate is qualified for this position and is a highly regarded member of Town staff. Council is asked to approve this hire/promotion. (Public Utilities Director – Ted Credle) See attached information.....144
- 12. New Hire Report**  
(Human Resources Director – Shannan Parrish) See attached information.....146
- 13. Consideration and request for approval to issue the RFQ for street resurfacing, and authorize staff to move forward with soliciting quotations:** The Public works Department has identified sections of roadway that require resurfacing due to pavement deterioration and safety concerns. Resurfacing will extend the life of the streets, improve driving conditions, and reduce long-term maintenance costs. (Public Works Director – Lawrence Davis) See attached information.....148
- 14. Consideration and request to approve the sale of real property located at 204 Britt Street:** In accordance with *NC G.S. 160A-269*, no qualifying upset bid was received after public notice period August 13, 2025 to August 25, 2025. The highest bidder for the property bid \$180,000. It is requested that the Council either approve the highest responsive, responsible bidder, or reject all bids. (Assistant Town Manager – Kimberly Pickett) See attached information.....150

**Business Items:** None

**Councilmember's Comments**

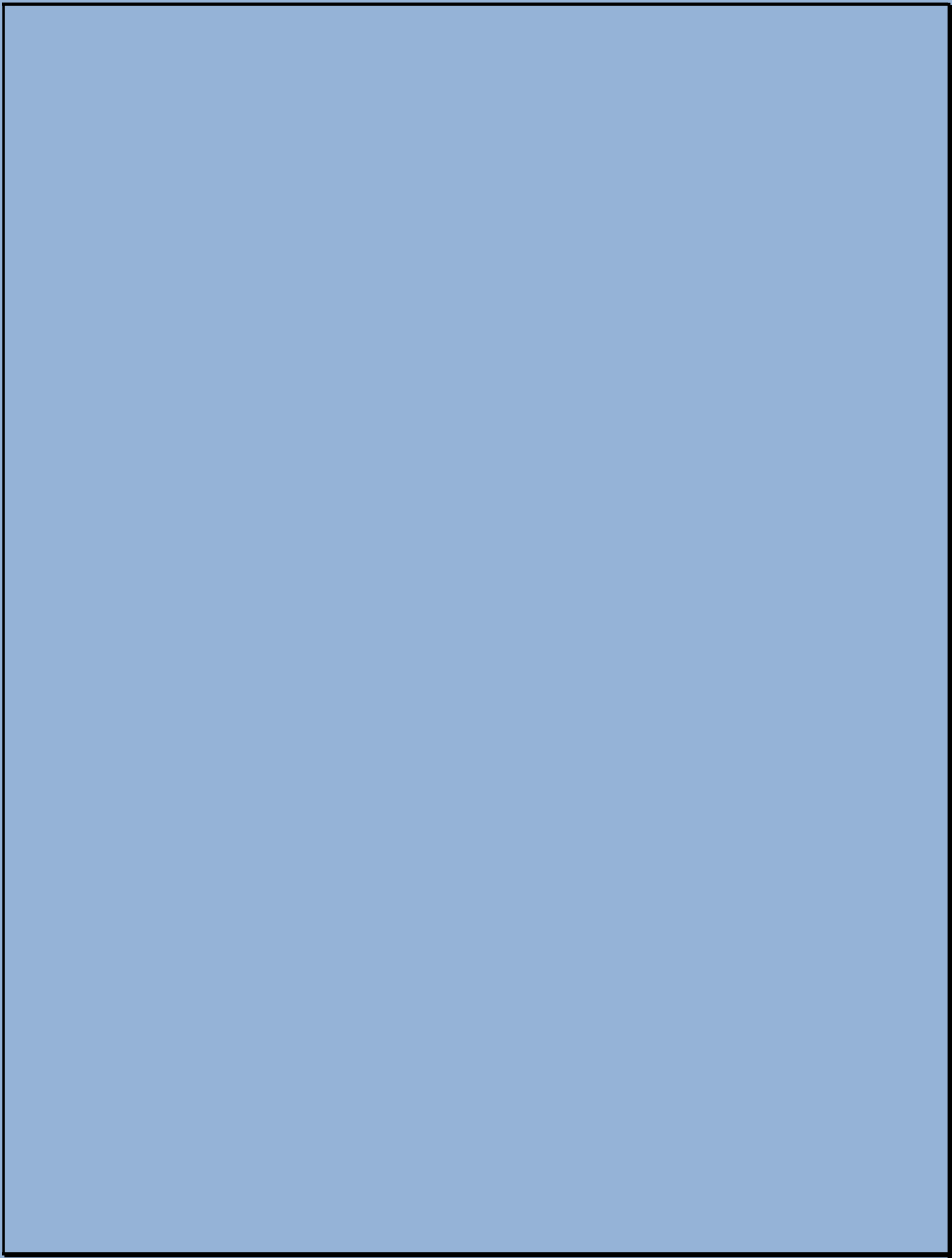
**Town Manager's Report**

- Financial Report.....155
- Department Reports.....161
- Manager's Report (Will be provided at meeting)

**Adjourn**



# Presentations



**Proclamation for Constitution Week**  
**September 17 – 23, 2025**  
**In the Town of Smithfield, North Carolina**

*Whereas*, September 17, 2025, marks the two hundred thirty-eighth anniversary of drafting the Constitution of the United States of America by the Constitutional Convention; and

*Whereas*, it is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebrations which will commemorate the occasion; and

*Whereas*, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17<sup>th</sup> through 23<sup>rd</sup> as Constitution Week,

**NOW, THEREFORE I, M. Andy Moore**, Mayor of the Town of Smithfield do hereby proclaim September 17<sup>th</sup> through the 23<sup>rd</sup>, 2025 to be

**CONSTITUTION WEEK**

in the Town of Smithfield and ask our citizens to reaffirm the ideals the Framers of the Constitution in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

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M. Andy Moore, Mayor





# Request for Town Council Action

**Presentation: Mural  
Request**

**Date: 09/02/2025**

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**Subject:** Mural – 134 S Third St, Smithfield  
**Department:** General Government  
**Presented by:** Assistant Town Manager – Kimberly Pickett  
**Presentation:** Presentation

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## Issue Statement

The Johnston County Heritage Center's Committee for America250NC have received state grant funds for \$10,000 to paint a mural honoring the Tuscarora people. They are requesting approval for the mural to be placed on the side of the 134 S Third St, Smithfield – owned by David Johnson. The artist is Brian Lewis/Jeks.

## Financial Impact

None

## Action Needed

Approval or denial of the mural placement.

## Recommendation

Staff recommends approval.

**Approved:** ☒ Town Manager ☐ Town Attorney

## Attachments:

1. Staff Report
2. Rendering

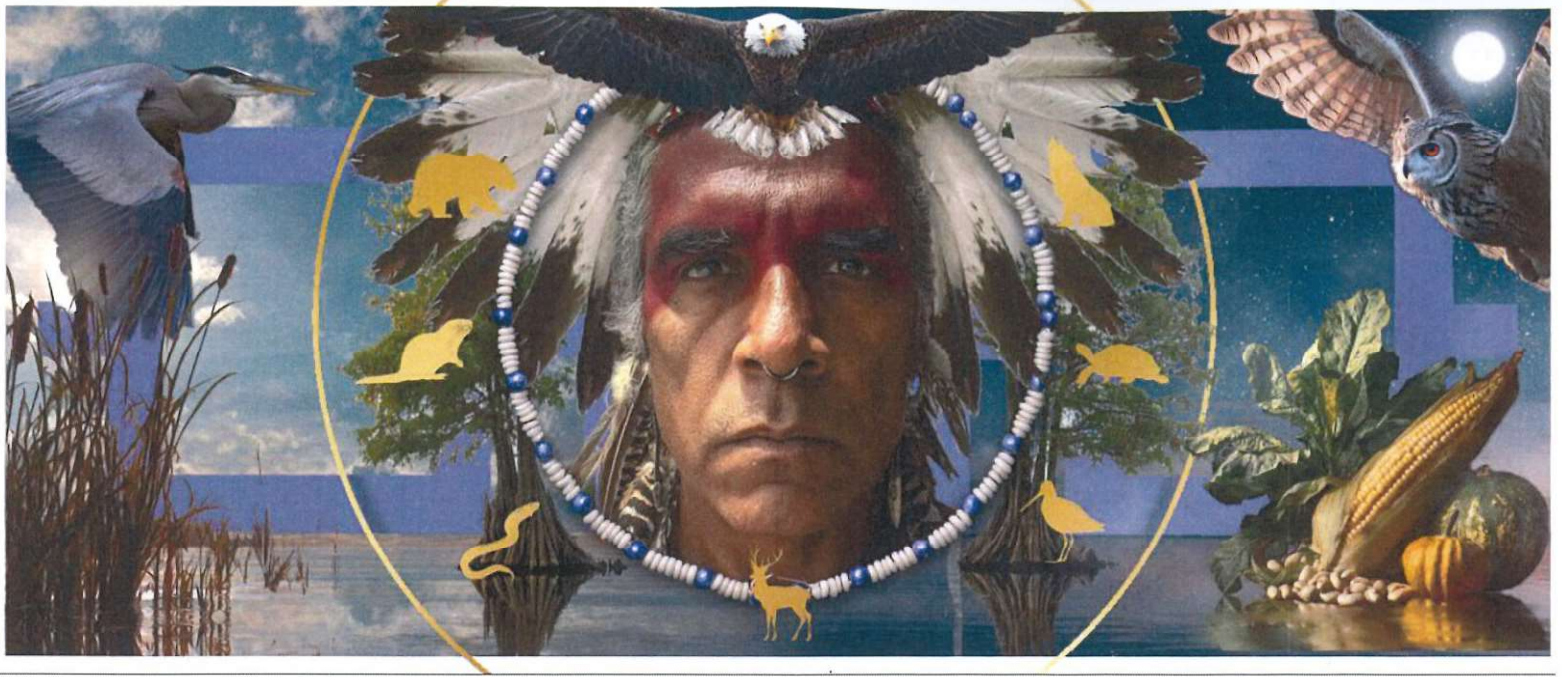


# Staff Report

**Presentation: Mural  
Request**

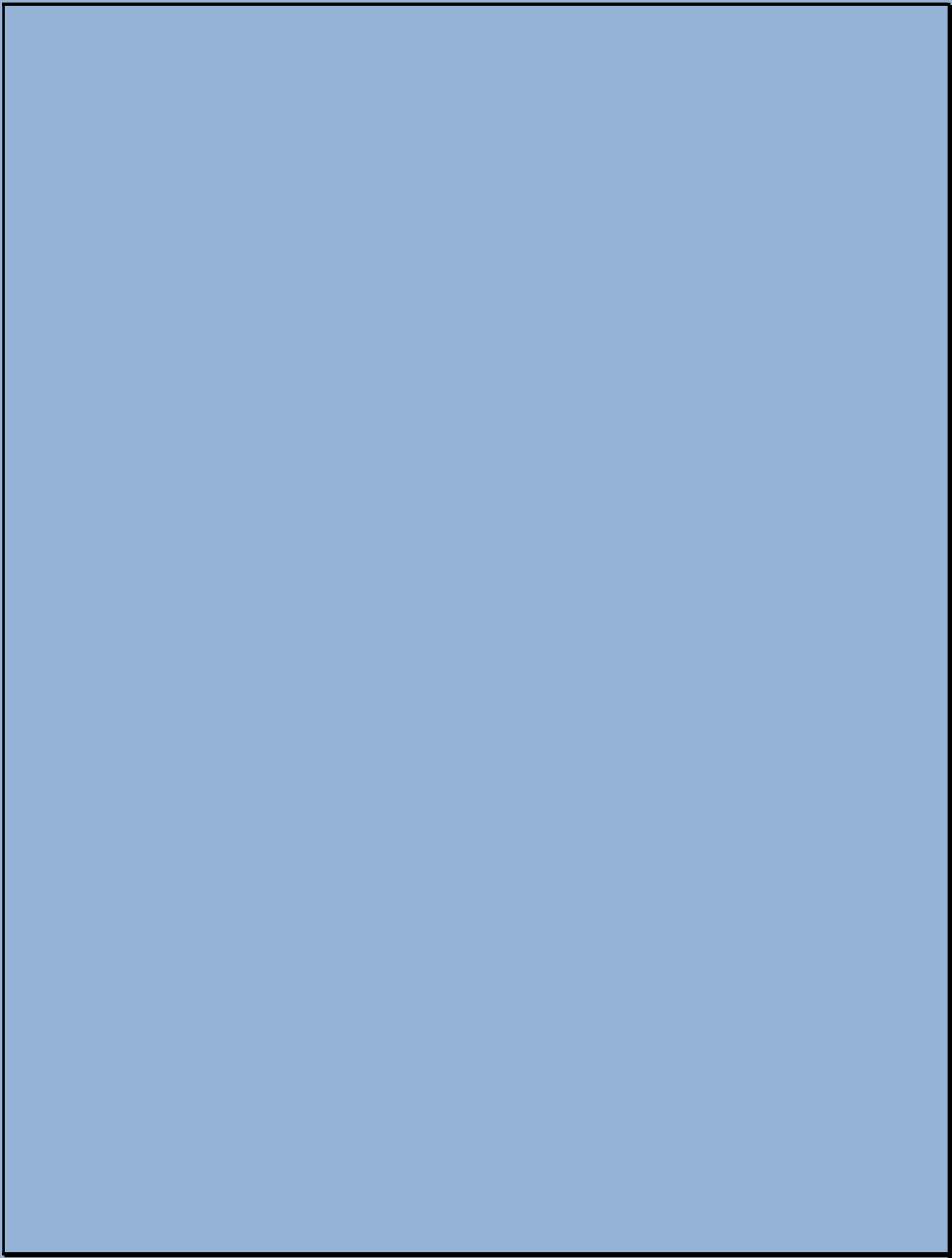
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The Johnston County Heritage Center's Committee for America250NC would like to present plans for a historical mural honoring the Tuscarora people. They have received a \$10,000 grant and have permission to place the mural on 134 S Third St. The mural will be painted on canvas and attached to the side of the building by Brian Lewis, also known as Jeks. This is the same artist who painted the Ava Gardner mural.





# Public Hearings





# Request for Town Council Action

**Public ANX-25-03  
Hearing:**  
Date: 09/02/2025

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**Subject:** Annexation Petition  
**Department:** Planning & Administration Departments  
**Presented by:** Planning Director - Stephen Wensman  
**Presentation:** Public Hearing

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## Issue Statement

Heath Street #215 has submitted a petition for voluntarily annexation of the 18.10 acres; Johnston County Tax ID 15078009K to the Town of Smithfield.

## Financial Impact

None at this time - The annexation will require the town to provide town services, i.e., code enforcement, police protection, fire protection, trash collection, when the site is developed.

## Action Needed

The Town Council is asked to hold a public hearing and adopt ordinance 528-2025, annexing the Heath Street #215 parcels into the Town of Smithfield Corporate Limits.

## Recommendation

Adopt Ordinance No. 528-2025 annexing the 18.10 acres, Heath Street #215, parcels into the Town of Smithfield Corporate Limits.

Approved: ☒ Town Manager ☐ Town Attorney

## Attachments:

1. Staff Report
2. Annexation Petition
3. Annexation Plat
4. Annexation Survey Map
5. Certificate of Sufficiency
6. Ordinance No. 528-2025
7. Legal Ad



# Staff Report

**Public ANX-25-03  
Hearing:**

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## **OVERVIEW:**

The Town of Smithfield received a petition from Heath Street #215 for a voluntarily annexation of acres to the Town of Smithfield, located on Barbour Road west of the Old Farm Acres subdivision and across the road from Bella Square Subdivision.

There is no development proposed for the parcel at this time.

## **PAST ANNEXATION ACTIONS:**

On August 5, 2025, the Town Council approved Resolution No. 781 (20-2025) directing the Town Clerk to investigate the sufficiency of the annexation petition. The Town Clerk has completed the investigation and has found the annexation petition to be sufficient.

On August 19, 2025, the Town Council adopted a resolution setting the date for the Public Hearing to be held at 7:00 pm on September 2, 2025.

## **ANNEXATION ANALYSIS:**

**Public Utilities.** There is no development on the property, but Smithfield water and sewer and water utilities are along Barbour Road (south) and Garner Drive (east).

**Fire Protection.** The area is already within the Town's fire district.

**Police/Public Works/Planning.** There is no development on the property; therefore, there should be no additional burden on the Town Police, Public Works, or Planning Departments-Code Enforcement resources.

## **ANNEXATION STATUTE:**

Pursuant to NCGS 160A-58.2, the next step in the annexation process is to have the Town Council hold the public hearing and adopt Resolution 528 (2025), if the Council is in favor of the annexation.

**160A-58.2. Public hearing.** Upon receipt of a petition for annexation under this Part, the city council shall cause the city clerk to investigate the petition, and to certify the results of his investigation. If the clerk certifies that upon investigation the petition appears to be valid, the council shall fix a date for a public hearing on the annexation. Notice of the hearing shall be published once at least 10 days before the date of hearing.

**At the hearing, any person residing in or owning property in the area proposed for annexation and any resident of the annexing city may appear and be heard on the questions of the sufficiency of**

the petition and the desirability of the annexation. If the council then finds and determines that (i) the area described in the petition meets all of the standards set out in G.S. 160A-58.1(b), (ii) the petition bears the signatures of all of the owners of real property within the area proposed for annexation (except those not required to sign by G.S. 160A-58.1(a)), (iii) the petition is otherwise valid, and (iv) the public health, safety and welfare of the inhabitants of the city and of the area proposed for annexation will be best served by the annexation, the council may adopt an ordinance annexing the area described in the petition. The ordinance may be made effective immediately or on any specified date within six months from the date of passage. (1973, c. 1173, s. 2.)

## **FINDINGS:**

Pursuant to NCGS 160A-58.2, If the council then finds and determines that:

- i. the area described in the petition meets all of the standards set out in G.S. 160A-58.1(b),
- ii. the petition bears the signatures of all of the owners of real property within the area proposed for annexation (except those not required to sign by G.S. 160A-58.1(a)),
- iii. the petition is otherwise valid, and
- iv. the public health, safety and welfare of the inhabitants of the city and of the area proposed for annexation will be best served by the annexation,

then council may adopt an ordinance annexing the area described in the petition. The ordinance may be made effective immediately or on any specified date within six months from the date of passage.

## **ACTION REQUESTED:**

Pursuant to NCGS 160A-58.2, the Town Council shall accept public comments and consider adopting Ordinance No. 528-2025 extending the Corporate Limits of the Town of Smithfield.

July 17, 2025

To the Smithfield Town Council:

1. The undersigned Owner of real property having an address of 258 Meadowbrook Drive, Four Oaks, NC 27524, believes that the area described in Exhibit A below meets the requirements of G.S. 160A-31(j) and respectfully request that the area described herein be annexed into the Town of Smithfield.

2. The area to be annexed is contiguous to the Town of Smithfield and is approximately 19 acres (calculated per GIS) lying north of the Smithfield current city limits line (set forth in Deed Book 1386, page 246). It is part of county tax parcel number 15078009K and NC Pin 169500-04-3114. It is bounded on the south by the balance of the source property, which in turn fronts on the north side of Barbour Road, on the west by the 16.02 acres of Heath Street Plat Book 98, Page 100, on the north by E & F Properties, Inc. and the east by Heath Street 215 and Old Farm Acres. This 19 (+/-) acres herein petitioned for annexation is the northern part of the following described property, namely that portion of the property lying north of the current town limits of Smithfield shown on Plat Book 98, page 100 and by metes and bounds in Book 1386 page 246.

3. The source parcel and its annexation are shown on the two plats attached hereto.

Heath Street #215 Limited Partnership

  
\_\_\_\_\_  
Alexis K. Barefoot, General Partner

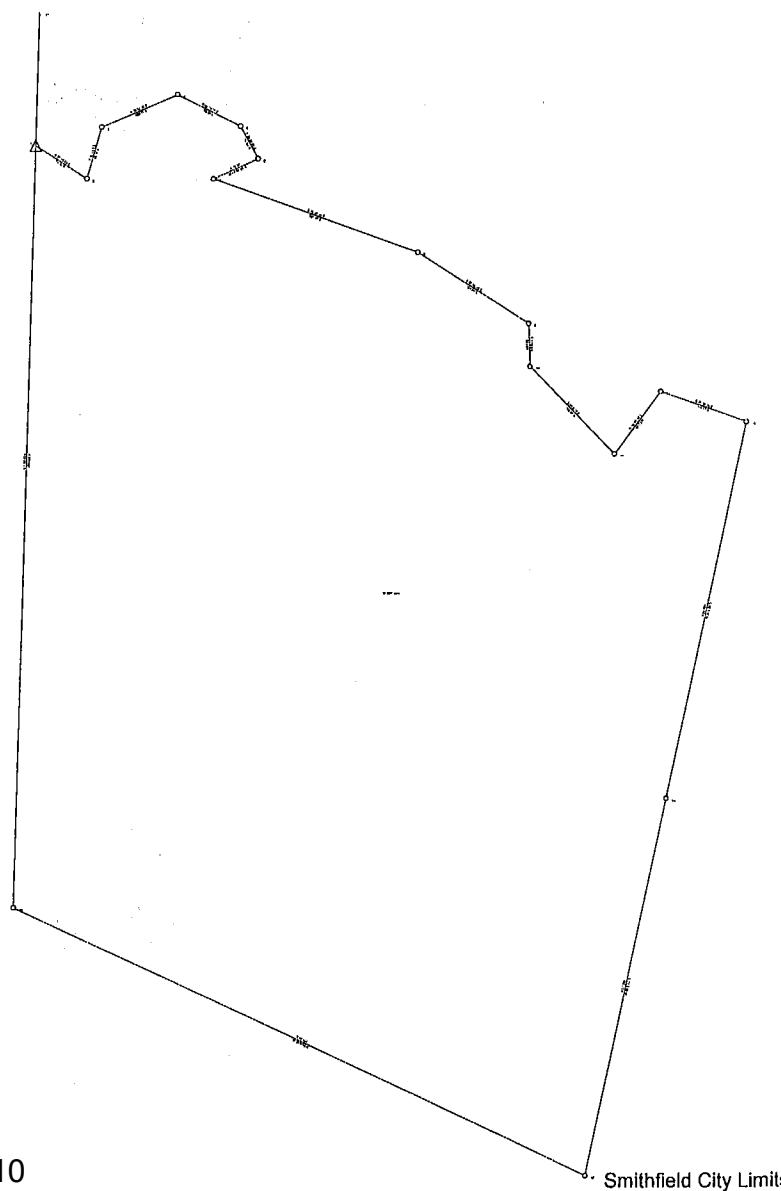
Beginning at the northeast corner of the 10.09 acre tract on PB 98, pg. 100, conveyed by the Town to Heath Street # 215 in Book 6710, pg. 142, and located on Poplar Creek in the line of E&F Properties, Inc. Deed Book 4377, pg. 880, thence from said point of beginning along Poplar Creek S 57 degrees 15 minutes 50 seconds E 74.48 feet, N 16 degrees 11 minutes 01 seconds E 65.17 feet, N 66 degrees 52 minutes 35 seconds E 100.77 feet, South 63 degrees 19 minutes 18 seconds East 85.93 feet, S 28 degrees 22 minutes 55 seconds E 44.92 feet, S 65 degrees 56 minutes 37 seconds W 59.90 feet, S 70 degrees 24 minutes 44 seconds E 267.37 feet, S 57 degrees 30 minutes 26 seconds E 161.89 feet, S 1 degree 48 minutes 9 seconds E 52.5 feet, S 44 degrees 03 minutes 19 seconds E 148.81 feet, N 36 degrees 40 minutes 56 seconds E 94.73 feet, S 70 degrees 48 minutes 36 seconds E 112.05 feet, S 12 degrees 05 minutes 46 seconds W 939.44 feet to the existing Smithfield City limits line (See Deed Book 1386, pg. 246), thence with the Smithfield line through the property of Heath Street #215 N 65 degrees 00 minutes 40 seconds W 775.74 feet to the line of the Heath Street property described in Deed Book 6710, pg. 142, thence with the line of said tract N 1 degree 40 minutes 26 seconds E 1090.37 feet to the point and place of beginning. Containing 18.10 acres and drawn pursuant to an annexation plat by Jerry Ball Land Surveying dated February 20, 2025, and titled "Annexation Plat for the Town of Smithfield."

County: 1" = 235 ft  
Deed:  
Page:  
Tract:  
User:



Parcel 1  
Area: 18.081 acre  
Perimeter: 4074.07 ft  
Closing: SW 1 Deg, 41 Min, 38 Sec  
Closing Distance = 161.58 ft  
Closing Error = 3.97 %

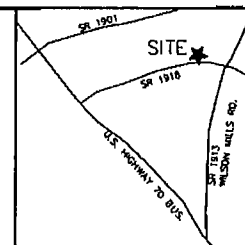
CALLS		BEARING		DISTANCE	
1	2	SE	57 15 50	74.48	
2	3	NE	16 11 1	65.17	
3	4	NE	66 52 35	100.77	
4	5	SE	63 19 18	85.93	
5	6	SE	28 22 55	44.92	
6	7	SW	65 56 37	59.90	
7	8	SE	70 24 44	267.37	
8	9	SE	57 30 26	161.89	
9	10	SE	1 48 9	52.50	
10	11	SE	44 3 19	148.81	
11	12	NE	36 40 56	94.73	
12	13	SE	70 48 36	112.05	
13	14	SW	12 5 46	469.72	
14	15	SW	12 5 46	469.72	
15	16	NW	65 0 40	775.74	
16	17	NE	1 40 26	1090.37	



MC GRID NORTH (NAD 83/2011)

NOTE: NO FIELD SURVEY WAS PERFORMED FOR THE PREPARATION OF THIS PLAT. ALL BEARINGS AND DISTANCES SHOWN WERE TAKEN FROM REFERENCES SHOWN HEREON.

THIS PLAT IS A CORRECT REPRESENTATION OF THE LANDS SURVEYED; HOWEVER A NORTH CAROLINA LICENSED ATTORNEY SHOULD BE CONSULTED CONCERNING CORRECT OWNERSHIP, WIDTH AND LOCATION OF ANY EASEMENTS, ANY CEMETERIES, OR FAMILY BURIAL GROUNDS NOT SHOWN ON RECORDED MAPS OR DEEDS MADE AVAILABLE TO THIS SURVEYOR BY THE RECENT OWNERS AT THE TIME OF THIS SURVEY AND OTHER TITLE QUESTIONS REVEALED BY TITLE EXAMINATION. NO RESPONSIBILITY OF ANY NATURE IS ASSUMED BY THIS SURVEYOR FOR ANY CONDITIONS WHICH MAY EXIST BUT ARE UNKNOWN, SUCH AS: CEMETERIES, FAMILY BURIAL GROUNDS, TOXIC OR HAZARDOUS WASTE MATERIAL, UNDERGROUND TANKS, ETC.



VICINITY MAP - NO SCALE

LEGEND

MAG. NAIL SET  
EXISTING MAG. NAIL  
EXISTING IRON PIPE  
IRON PIPE SET  
RIGHT-OF-WAY  
CENTERLINE  
AREA LIGHT POLE  
COMPUTED POINT  
EDGE OF PAVEMENT  
FIBER OPTIC  
NOT SURVEYED

AREAS ARE COMPUTED BY COORDINATE METHOD. UNLESS OTHERWISE NOTED ALL DISTANCES SHOWN ARE GROUND HORIZONTAL DISTANCES. NO MONUMENTS FOUND WITHIN 2000 FEET.

NOTE: WETLANDS EXIST ON THIS PROPERTY. NO ATTEMPT HAS BEEN MADE TO LOCATE ANY WETLANDS AS A PART OF THIS MAP.

AREA TO BE ANNEXED  
18.10 ACRES

PRELIMINARY PLAT  
NOT FOR RECORDATION CONVEYANCES OR SALES

SEE TOWN ORDINANCE #516 RECORDED IN  
JOHNSTON COUNTY REGISTER OF DEEDS  
BOOK \_\_\_\_\_ PAGE \_\_\_\_\_

I HEREBY CERTIFY THAT THIS PLAT FOR ANNEXATION HAS FOLLOWED ALL REQUIREMENTS AND PROCEDURES AND A PUBLIC HEARING WAS HELD BY THE TOWN OF ANNEX THE PROPERTY HEREIN DESCRIBED, THE TOWN BOARD OF COMMISSIONERS OF THE TOWN OF SMITHFIELD ADOPTED THE RESOLUTION TO ANNEX ON \_\_\_\_\_ WITH THE EFFECTIVE DATE OF \_\_\_\_\_

SHANNAN PARRISH, TOWN CLERK

THIS IS TO CERTIFY THAT I HAVE CONSULTED FEDERAL EMERGENCY MANAGEMENT AGENCY FLOOD INSURANCE RATE MAP COMMUNITY PANEL No. 3720000000 DATED 06-20-11 AND FOUND THAT A PORTION OF THIS PROPERTY IS LOCATED IN A SPECIAL FLOOD HAZARD AREA.

ADRIAN J. BALL III, PROFESSIONAL LAND SURVEYOR No. L-3687

I, ADRIAN J. BALL III, PROFESSIONAL LAND SURVEYOR No. L-3687, CERTIFY THAT THIS PLAT IS OF A SURVEY OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT-ORDERED SURVEY OR OTHER EXCEPTION TO THE DEFINITION OF SUBDIVISION.

ADRIAN J. BALL III, PROFESSIONAL LAND SURVEYOR No. L-3687

I, ADRIAN J. BALL III, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN EXISTING RECORDS AS NOTED; THAT THE RATION OF PRECISION AS CALCULATED IS 1:1,000; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-20 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL THIRTEENTH DAY OF FEBRUARY 2023 AD.

ADRIAN J. BALL III, PROFESSIONAL LAND SURVEYOR No. L-3687

JERRY BALL LAND SURVEYING, PC

PROFESSIONAL LAND SURVEYOR  
205 S. POLLOCK STREET  
SELMA, N.C. 27576  
(919) 963-0877

CORA, PC-3000

OWNER:  
HEATH STREET #215 LIMITED PARTNERSHIP  
258 MEADOWBROOK DR.  
FOUR OAKS NC 27524

ANNEXATION PLAT FOR  
THE TOWN OF SMITHFIELD

SMITHFIELD  
JOHNSTON COUNTY  
SCALE: 1" = 150'

TOWNSHIP  
NORTH CAROLINA  
DMA BY: AUB

02-20-23

## Heath Street #215 Voluntary Annexation

**File Number:**  
ANX-25-03

**Project Name:**  
Heath Street #215  
Voluntary Annexation

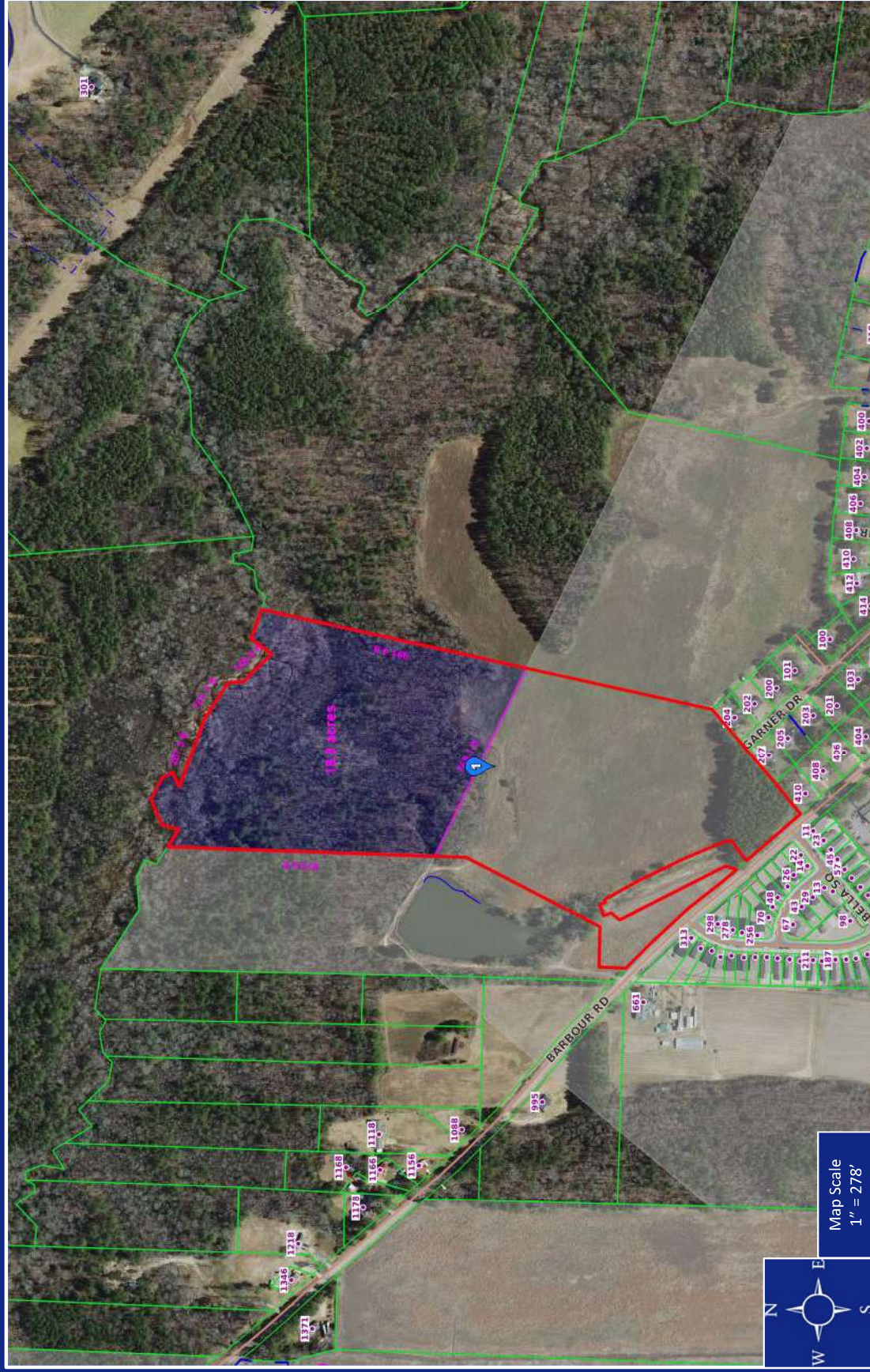
**Location:**  
Barbour Road

**Tax ID#:**  
15078009K

**Existing Zoning:**  
R-20A

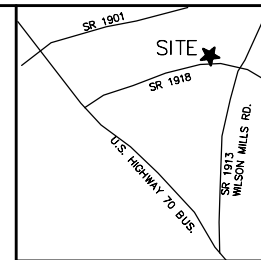
**Property Owner:**  
HEATH STREET #215 LMTD  
PRTRSHIP

**Applicant:**  
Heath Street #215 Limited  
Partnership



Map created by Micah Woodard,  
Planner I on 7/23/2025

THIS PLAN IS A CORRECT REPRESENTATION OF THE LANDS SURVEYED, HOWEVER A NORTH CAROLINA LICENSED ATTORNEY SHOULD BE CONSULTED CONCERNING CORRECT OWNERSHIP, WIDTH AND LOCATION OF ANY EASEMENTS, ANY CEMETERIES, OR FAMILY BURIAL GROUNDS NOT SHOWN ON RECORDED MAPS OR DEEDS MADE AVAILABLE TO THIS SURVEYOR BY THE RECENT OWNERS AT THE TIME OF THIS SURVEY AND OTHER TITLE QUESTIONS REVEALED BY TITLE EXAMINATION. NO RESPONSIBILITY OF ANY NATURE IS ASSUMED BY THIS SURVEYOR FOR ANY CONDITIONS WHICH MAY EXIST BUT ARE UNKNOWN, SUCH AS CEMETERIES, FAMILY BURIAL GROUNDS, TOXIC OR HAZARDOUS WASTE MATERIAL, UNDERGROUND TANKS, ETC.



VICINITY MAP - NO SCALE

LEGEND

MNS	MAG NAIL SET
EMN	EXISTING MAG NAIL
ETP	EXISTING IRON STAKE
EIS	EXISTING IRON STAKE
IPS	IRON PIPE SET
R/W	RIGHT-OF-WAY
CL	CENTERLINE
ALP	AREA LIGHT POLE
CP	COMPUTED POINT
EP	EDGE OF PAVEMENT
F.O.	FIBER OPTIC
----	NOT SURVEYED

AREAS ARE COMPUTED BY COORDINATE METHOD.  
UNLESS OTHERWISE NOTED ALL DISTANCES SHOWN  
ARE GROUND HORIZONTAL DISTANCES.  
NO NCGS MONUMENTS FOUND WITHIN 2000 FEET.

NOTE: WETLANDS EXIST ON THIS PROPERTY. NO ATTEMPT HAS BEEN MADE TO LOCATE ANY WETLANDS AS A PART OF THIS MAP.

AREA TO BE  
ANNEXED  
18.10 ACRES

PRELIMINARY PLAT  
NOT FOR RECORDATION, CONVEYANCES OR SALES

HEATH STREET #215  
LIMITED PARTNERSHIP  
DB 1897, PG. 940  
PB 55, PG. 230-235

SEE TOWN ORDINANCE #516 RECORDED IN  
JOHNSTON COUNTY REGISTER OF DEEDS  
BOOK PAGE

I HEREBY CERTIFY THAT THIS PLAT FOR ANNEXATION  
HAS FOLLOWED ALL REQUIREMENTS AND PROCEDURES  
AND A PUBLIC HEARING WAS HELD BY THE TOWN OF  
ANNEX THE PROPERTY HEREIN DESCRIBED, THE TOWN  
BOARD OF COMMISSIONERS OF THE TOWN OF  
SMITHFIELD ADOPTED THE RESOLUTION TO ANNEX ON  
WITH THE EFFECTIVE DATE OF

\_\_\_\_\_ WITH THE EFFECTIVE DATE OF  
ANNEXATION ON \_\_\_\_\_

SHANNAN PARRISH, TOWN CLERK

THIS IS TO CERTIFY THAT I HAVE CONSULTED FEDERAL  
EMERGENCY MANAGEMENT AGENCY FLOOD INSURANCE RATE MAP  
COMMUNITY PANEL No. 3720169500 K DATED 04-30-14  
AND FOUND THAT A PORTION OF THIS PROPERTY IS LOCATED IN A  
SPECIAL FLOOD HAZARD AREA.

ADRIAN J. BALL III, PROFESSIONAL LAND SURVEYOR No. L-3687

I, ADRIAN J. BALL III, PROFESSIONAL LAND SURVEYOR No. L-3687, CERTIFY THAT THIS PLAT IS OF A SURVEY OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT-ORDERED SURVEY OR OTHER EXCEPTION TO THE DEFINITION OF SUBDIVISION.

ADRIAN J. BALL, III, PROFESSIONAL LAND SURVEYOR No. 1-3687

I, ADRIAN J. BALL III, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION; THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN EXISTING RECORDS AS NOTED; THAT THE RATION OF PRECISION AS CALCULATED IS 1 IN 10000+; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, \_\_\_\_\_, REGISTRATION NUMBER AND SEAL THIS 20TH DAY OF FEBRUARY 2025 AD.

ADRIAN J. BALL III, PROFESSIONAL LAND SURVEYOR No. L-3687

OWNER:  
HEATH STREET 215 LMTD PARTNERSHIP  
258 MEADOWBROOK DR.  
FOUR OAKS NC 27524

CORP. #C-3000

ANNEXATION PLAT FOR  
THE TOWN OF SMITHFIELD

SMITHFIELD  
JOHNSTON COUNTY  
SCALE: 1" = 150'

TOWNSHIP  
NORTH CAROLINA  
DOWN BY: AJB

02-20-25

SMITHFIELD OR ARTERIOLE ASSESSMENT

JERRY BALL LAND SURVEYING, PC

PROFESSIONAL LAND SURVEYOR  
205 S. POLLOCK STREET  
SELMA, N. C. 27576  
(919) 965-0077

13

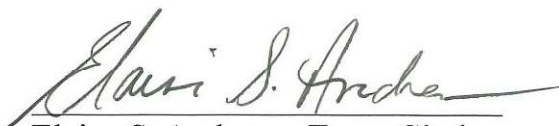
**Certification of Sufficiency**  
**Contiguous Annexation ANX-25-03**

To the Town Council of the Town of Smithfield, North Carolina:

I, Elaine S. Andrews, Town Clerk, do hereby certify that I have investigated the attached petition and hereby make the following findings:

- a. The petition contains an adequate property description of the area proposed for annexation.  
Attached hereto are the metes and bounds for the property.
- b. The area described in the petition is contiguous to the Town of Smithfield primary corporate limits, as defined by GS 130A-31.  
Attached hereto is a map showing property is contiguous to the Town of Smithfield's corporate limits.
- c. The petition is signed by and includes address of all owners of real property lying in the area described therein  
Attached hereto is the annexation petition and map from Johnston County GIS showing the addresses on the petition and addresses of the property owners are the same.

In witness whereof, I have herunto set my hand and affixed the seal of the Town of Smithfield this the 19<sup>th</sup> day August 2025.

  
Elaine S. Andrews, Town Clerk



**TOWN OF SMITHFIELD  
North Carolina**

**ORDINANCE NO. 528-2025 TO EXTEND THE  
CORPORATE LIMITS OF THE TOWN OF SMITHFIELD**

**WHEREAS**, the Town Council has been petitioned under NCGS 160A-31 to annex the area described below;  
and

**WHEREAS**, a public hearing on the question of this annexation was held in the Smithfield Town Hall Council Chambers located at 350 East Market Street, Smithfield, North Carolina at approximately 7:00 pm on September 2, 2025, after due notice; and

**WHEREAS**, the Town Council finds that the petition meets the requirements of NCGS 160A-31.

**NOW THEREFORE BE IT ORDAINED** by the Town Council of the Town of Smithfield that:

Section 1. By virtue of the authority granted by NCGS 160A-31, the following described contiguous property owned by the Town of Smithfield is hereby annexed and made a part of the Town of Smithfield effective immediately.

The legal description of the area proposed for annexation is described as follows:

Beginning at the northeast corner of the 10.09 acre tract on PB 98, pg. 100, conveyed by the Town to Heath Street# 215 in Book 6710, pg. 142, and located on Poplar Creek in the line of E&F Properties, Inc. Deed Book 4377, pg. 880, thence from said point of beginning along Poplar Creek S 57 degrees 15 minutes 50 seconds E 74.48 feet, N 16 degrees 11 minutes 01 seconds E 65.17 feet, N 66 degrees 52 minutes 35 seconds E 100.77 feet, South 63 degrees 19 minutes 18 seconds East 85.93 feet, S 28 degrees 22 minutes 55 seconds E 44.92 feet, S 65 degrees 56 minutes 37 seconds W 59.90 feet, S 70 degrees 24 minutes 44 seconds E 267.37 feet, S 57 degrees 30 minutes 26 seconds E 161.89 feet, S 1 degree 48 minutes 9 seconds E 52.5 feet, S 44 degrees 03 minutes 19 seconds E 148.81 feet, N 36 degrees 40 minutes 56 seconds E 94.73 feet, S 70 degrees 48 minutes 36 seconds E 112.05 feet, S 12 degrees 05 minutes 46 seconds W 939.44 feet to the existing Smithfield City limits line (See Deed Book 1386, pg. 246), thence with the Smithfield line through the property of Heath Street #215 N 65 degrees 00 minutes 40 seconds W 775.74 feet to the line of the Heath Street property described in Deed Book 6710, pg. 142, thence with the line of said tract N 1 degree 40 minutes 26 seconds E 1090.37 feet to the point and place of beginning. Containing 18.10 acres and drawn pursuant to an annexation plat by Jerry Ball Land Surveying dated February 20, 2025, and titled "Annexation Plat for the Town of Smithfield."

Section 2. The Mayor of the Town of Smithfield shall cause to be recorded in the office of the Register of Deeds of Johnston County, and in the office of the Secretary of State in Raleigh, North Carolina an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall be delivered to the Johnston County Board of Elections, as required by NCGS 163-288.1

Section 2. The Mayor of the Town of Smithfield shall cause to be recorded in the office of the Register of Deeds of Johnston County, and in the office of the Secretary of State in Raleigh, North Carolina an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall be delivered to the Johnston County Board of Elections, as required by NCGS 163-288.1.

Adopted this the 2nd day of September, 2025.

\_\_\_\_\_  
M. Andy Moore, Mayor

ATTEST:

\_\_\_\_\_  
Elaine Andrews, Town Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Robert Spence, Jr., Town Attorney

**Town of Smithfield  
Town Council  
Notice of Public Hearing**

Notice is hereby given that a Public Hearing will be held before the Town Council of the Town of Smithfield, N.C., on Tuesday, September 2nd, 2025, at 7:00 P.M., in the Town Hall Council Chambers located at 350 East Market Street to consider the following requests:

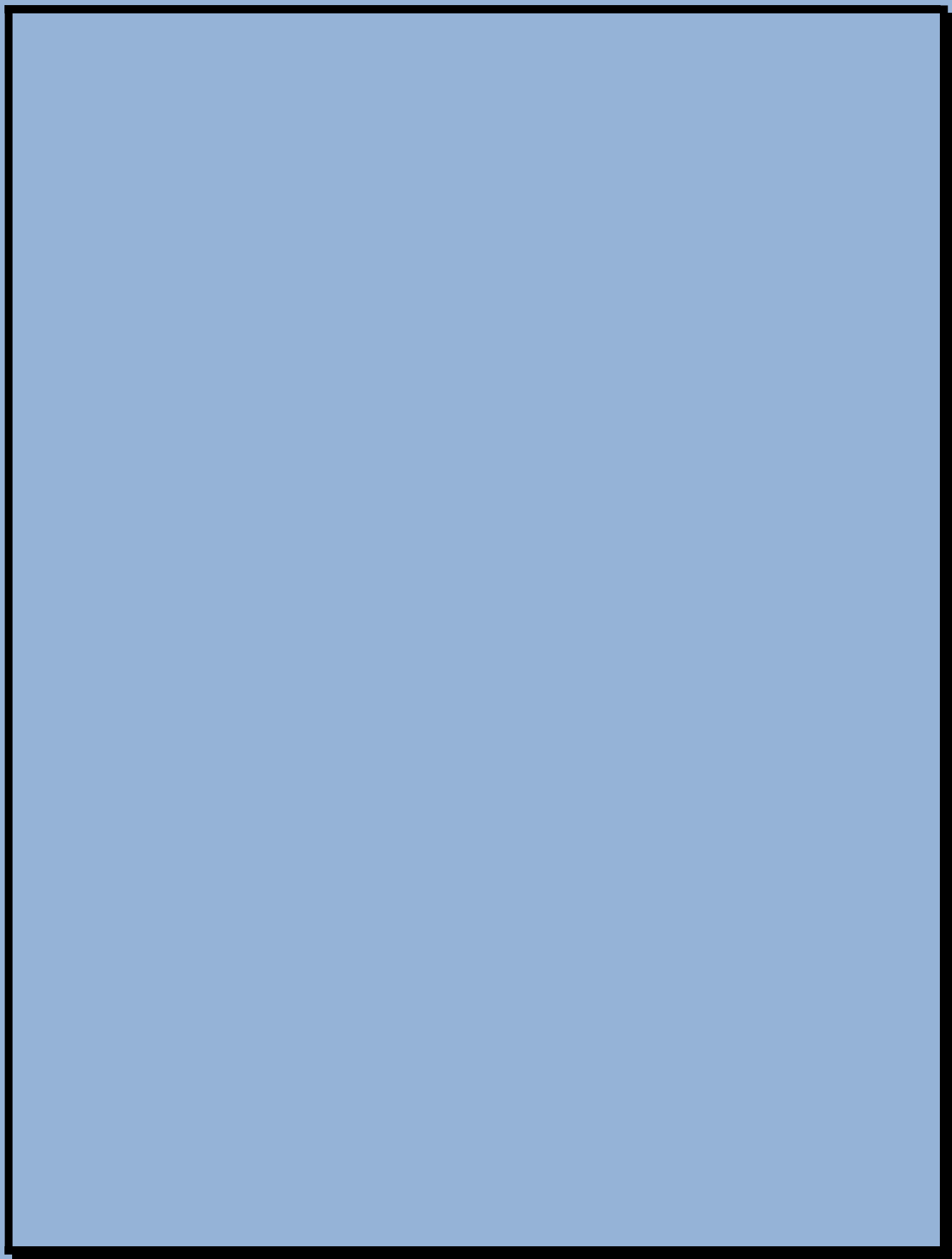
**ANX-25-03 Heath Street #215**

**Annexation:** The Town of Smithfield received a petition from Heath Street #215 for a voluntarily annexation of 18.10 acres to the Town of Smithfield, located on Barbour Road west of the Old Farm Acres subdivision and across the road from Bella Square Subdivision, further identified by Johnston County Tax ID# 15078009K.

All interested people are encouraged to attend. To accommodate disabilities and to comply with ADA regulations, please contact the office if you need assistance. Further inquiries regarding this matter may be directed to the Town of Smithfield at (919) 934-2116 ext. 1109 or online at [www.smithfield-nc.com](http://www.smithfield-nc.com).

*The Johnstonian*  
August 20, 2025

# Consent Agenda Items



The Smithfield Town Council met in regular session on Tuesday, June 17, 2025 at 7:00 p.m. in the Council Chambers of the Smithfield Town Hall, Mayor M. Andy Moore presided.

Councilmen Present:

Roger Wood, Mayor Pro-Tem  
Sloan Stevens, District 2  
Travis Scott, District 3  
Dr. David Barbour, District 4  
John Dunn, At-Large  
Stephen Rabil, At-Large

Councilmen Absent

Administrative Staff Present

Michael Scott, Town Manager  
Elaine Andrews, Town Clerk  
Ted Credle, Public Utilities Director  
Jeremey Daughtry, Fire Chief  
Lawrence Davis, Public Works Director  
Andrew Harris, Finance Director  
Pete Hedrick, Chief of Police  
Gary Johnson, Parks & Rec Director  
Shannan Parrish, HR Director  
Stephen Wensman, Planning Director

Also Present

Robert Spence, Jr., Town Attorney

Administrative Staff Absent

**CALL TO ORDER**

Mayor Moore called the meeting to order at 7:00 pm.

**INVOCATION**

The invocation was given by Councilman John Dunn followed by the Pledge of Allegiance.

**APPROVAL OF AGENDA:**

*Mayor Pro Tem Roger Wood made a motion, seconded by Councilman John Dunn, to approve the agenda, amended as follows. Unanimously approved.*

- *Add to the Consent Agenda - **Item 5: Consideration and request for Jesus Co. Ministries Church Service:** The Council is being asked to allow Jesus Co. Ministries to hold a Church Service and Family Day on June 29th, 2025. There will be amplified sound from 9:00 AM to 1:00 pm.*
- *Add to Business Items – **Item 1: Consideration and request for budget amendment to Purchase Police Department Vehicle:** The Police Chief is requesting to purchase a used vehicle for the narcotics unit. The vehicle is being purchased from a local used car dealership.*
- *Add to Business Items – **Item 2: Consideration of draft application discussion for District 1 Town Council Seat Vacancy:** The Council currently has a vacancy for the District One Representative due to the death of Councilman Marlon Lee. A draft application has been created to spur discussion and possible approval of a document to be used to seek applicants who are interested in filling the vacant District One seat.*

**Citizens Comments:**

Mayor Andy Moore opened the meeting to Citizens Comments, asking anyone wishing to speak to come forward

Tamara Barbour, a resident of District One, addressed the council to advocate for the Sarah Yard Center. She

shared her personal background, explaining how community support at the former Johnson County Training School gym, which existed before the Sarah Yard Center. Barbour stated attending this facility helped her overcome adverse childhood experiences and contributed to her success as an educator and nursing student. Ms. Barbour emphasized the importance of the Sarah Yard Center as a transformative space for local youth and urged the council to actively engage the community for support, noting that while funding has been allocated, additional manpower and involvement from local organizations, businesses, and churches are needed. She requested that the council reach out to the community to help the center fulfill its potential for the children of District One.

*Mayor Pro Tem Roger Wood made a motion, seconded by Councilman David Barbour to approve the consent agenda. Unanimously approved.*

## **Consent Agenda Items:**

### **1. Approval of Minutes:**

- a. March 27, 2025 – Budget Session
- b. April 1, 2025 – Regular Session
- c. April 1, 2025 – Closed Session

### **2. Consideration and request for approval to adopt Grant Project Ordinance No. for the CMAQ**

**Walking Trail:** The Town of Smithfield was awarded a CMAQ Grant from NCDOT, TIP #BN-0001. The scope of work is to design, permit and construct a multi-use path along US 70 Business from Wilson's Mills Road to the Neuse River Bridge. Staff requests approval of a grant project ordinance to manage funds effectively and comply with grant requirements.

#### **Ordinance # GP-03-2025**

#### **Grant Project Ordinance for the Town of Smithfield W Market St Multi-Use Path Grant Project (Project #BN-0001)**

**BE IT ORDAINED** BY THE TOWN COUNCIL OF THE TOWN OF SMITHFIELD, NORTH CAROLINA that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

**SECTION 1:** This ordinance is to establish a budget for a project to be funded by the US Federal Highway Administration allocated by the IIJA, Infrastructure Investment and Jobs Act. The Town of Smithfield has approved the 20% required match to accept the project. These funds may be used for the following categories of expenditures, to the extent authorized by state law.

- 1. Construct a multi-use path from Wilson's Mills Road to Neuse River bridge in Smithfield, NC

**SECTION 2:** The following amounts are appropriated for the project and authorized for expenditures:

Professional Engineering - Design and Environmental	\$ 225,000
Right-of-Way Acquisition and Utility Relocation	100,000
Construction	<u>2,019,400</u>
Total appropriations	<u><u>\$ 2,344,400</u></u>

**SECTION 3:** The following revenues are anticipated to be available to complete the project:

US Federal Highway Administration - Congestion Mitigation and Air Quality	\$ 629,118
US Federal Highway Administration - Carbon Reduction Program	1,246,402
Town of Smithfield - Transfer from General Fund	<u>468,880</u>
Total revenues	<u><u>\$ 2,344,400</u></u>

**SECTION 4:** The Town intends to complete the project in accordance with the agreement approved between the Town of Smithfield and NC Department of Transportation dated December 7, 2023.

**SECTION 5:** The Finance Officer is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency and the grant agreements, including payroll documentation and effort certifications, in accordance with the Town's Uniform Guidance Allowable Costs and Cost Principles Policy. The Town's accounting and fiscal records shall be maintained during the completion of the project, and these records shall be retained and made available for a period of at least three (3) years following completion of the project.

**SECTION 6:** The Finance Officer is hereby directed to report the financial status of the project to the governing board on a quarterly basis.

**SECTION 7:** Copies of this grant project ordinance shall be furnished to the Budget Officer, the Finance Officer and to the Clerk to Town Council.

**SECTION 7:** This grant project ordinance is effective as of December 7, 2023, and expires when all the US Federal Highway Administration and Town of Smithfield funds have been obligated and expended by the Town, whichever occurs sooner.

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M. Andy Moore, Mayor

ATTEST:

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Elaine Andrews, Town Clerk

### **3. Consideration and request for approval for year-end Budget Amendments**

*(attached hereto)*

### **4. Consideration and request for approval of the 2024-25 Annual Financial Statement Audit**

**Contract:** Thomson, Price, Scott, Adams & Co., P.A., (TPSA) has presented a Fiscal 2025 audit contract and engagement letter for approval.

### **5. Consideration and request for Jesus Co. Ministries Church Service:** The Council is being asked to allow Jesus Co. Ministries to hold a Church Service and Family Day on June 29th, 2025. There will be amplified sound from 9:00 AM to 1:00 pm.

**PRESENTATIONS:** None

**BUSINESS ITEMS:** (added)

### **1. Consideration and request for budget amendment to Purchase Police**

**Department Vehicle:** The Police Chief is requesting to purchase a used vehicle for the narcotics unit. The vehicle is being purchased from a local used car dealership.

Police Chief Pete Hedrick requested approval to use existing funds from the *Special Investigation Narcotics Division* to purchase a used vehicle for the department's fleet, explaining that the current reliance on a rental vehicle for the narcotics unit is costly and that the department lacks a suitable unmarked vehicle for surveillance. The Chief noted that while there is an older vehicle in the fleet, it is well known and primarily used for surveillance, and the department needs a vehicle that does not resemble a typical police car.

Board members inquired about the type and condition of the vehicle being considered, with Councilman

Travis Scott suggesting the possibility of finding a vehicle with lower mileage. Chief Hedrick responded that the specific type of vehicle required for their operations often comes with higher mileage. The department explored local options and planned to trade in the vehicle as needed. The Board discussed the financial aspects, confirming that the purchase would be covered by existing budget allocations and would eliminate the need for ongoing rental expenses.

*Councilman Travis Scott made a motion, seconded by Mayor Pro Tem Roger Wood to approve the police vehicle purchase. Unanimous.*

The Manager and Board briefly discussed the budget amendment to purchase the vehicle.

*Councilman Travis Scott made a motion, seconded by Councilman John Dunn to also approve the associated budget amendment, moving funds within the department's current budget to facilitate the purchase. Unanimously approved.*

Budget Amendment is as follows:

Acct #	Description	Decrease	Increase
<b>Revenues:</b>			
<b>Expenditures:</b>			
10-20-5100-5300-3700	Drug Enforcement	5,000	-
10-20-5100-5700-7400	Capital Outlay	-	5,000
<b>Check:</b>		<b>Decrease</b>	<b>Increase</b>
Revenues		-	-
Expenditures		5,000	5,000
Totals		(5,000)	(5,000)
Check Figure			-

\_\_\_\_\_  
M. Andy Moore, Mayor

ATTEST:

\_\_\_\_\_  
Elaine Andrews, Town Clerk

## 2. Consideration of draft application discussion for District 1 Town Council Seat Vacancy: The Council currently has a vacancy for the District One Representative due to the death of Councilman Marlon Lee. A draft application has been created to spur discussion and possible approval of a document to be used to seek applicants who are interested in filling the vacant District One seat.

Town Manager Mike Scott presented a draft application form and process for filling the vacant District One council seat, explaining that the application form was developed after reviewing similar processes in other communities. He emphasized that the application is straightforward, contains relevant questions, and would be considered public information once submitted. Manager Scott clarified that the council is legally

required to fill the seat by appointment. A special election is not allowed, nor can the Board wait for the next general election in November, per Town Charter. Manager Scott stated the Board's consensus on the application process allows the Council to receive applications and eventually narrow down and vote on someone to fill the seat. He stressed the importance of transparency and consistency in the process, and cautioned applicants to consider their applications as public record.

Councilman Travis Scott expressed appreciation for the effort in preparing the application and highlighted the need to clarify the interview process and establish a timeline for receiving applications. He noted that while the application questions were generally appropriate, some might not be relevant for all applicants, such as those who are retired. The board agreed that further consideration of the interview process and timeline would be necessary and should be discussed at the next meeting.

*Councilman David Barbour made a motion, seconded by Councilman John Dunn to approve to the application form as presented. Unanimous.*

It was further the consensus of the Board that the council would discuss and finalize the interview process and application timeline at the following meeting.

### **3. Fy 2025-2026 Budget Discussions**

Mayor Pro Tem Roger Wood opened the discussion, and expressed the desire to schedule an additional budget session to address remaining budget issues. He suggested holding a budget session the following week, preferably on Tuesday or Thursday. After polling members' availability, the Board agreed that Tuesday, June 24th at 6:30 PM was the most suitable date.

Councilman Travis Scott confirmed his availability for Tuesday but not Thursday, and the Board agreed to wait until the session to discuss budget priorities.

Town Manager Mike Scott indicated he was available for the proposed date of Tuesday, June 24<sup>th</sup> at 6:30 PM.

*Mayor Pro Tem Roger Wood made a motion, seconded by Councilman David Barbour to recess the meeting at the end of Manager's comments, and reconvene on Tuesday, June 24th at 6:30 PM to continue budget discussions.*

Councilman Travis Scott stated he had information to offer regarding the electric rates for the next budget discussion. It was agreed that the information could be forwarded to the Manager to distribute for the next session.

**PUBLIC HEARINGS: None**

#### **COUNCILMEMBER'S COMMENTS:**

Mayor Andy Moore commented on the recent economic growth in Smithfield, highlighting several new business openings over the past two weeks, including a car wash, Home2 Suites, First Choice Home Care, and Chicken Salad Chick. He noted the positive economic impact these businesses bring to the town through increased tax value, personal property, and sales tax, as well as job creation, with nearly 100 new positions filled among the mentioned businesses. Mayor Moore encouraged residents to support these new establishments and participate in community events, such as the upcoming downtown concert featuring the band *Liquid Pleasure* and the ribbon cutting for Chicken Salad Chick. He emphasized the importance of community involvement in supporting local businesses and fostering economic development.

#### **TOWN MANGER'S REPORT:**

Town Manager Mike Scott announced that the ribbon cutting for Chicken Salad Chick would take place the following morning at 9:00 a.m. and encouraged everyone to attend. He also informed the public that reconstruction work on Outlet Center Drive is being conducted at night, from 7:00 p.m. to 5:00 a.m., to minimize disruption and enhance worker safety. Additionally, Mr. Scott highlighted upcoming community

events, including the Juneteenth Celebration at Smith Collins Park on Saturday and a youth baseball tournament at Community Park, inviting residents to participate and support these activities.

**RECESS:**

*Mayor Pro Tem Roger Wood made a motion, seconded by Councilman David Barbour, to recess the meeting for furth budget discussions until Tuesday, June 24, 2025 at 6:30 pm. Unanimously approved. The meeting recessed at approximately 7:31 pm.*

\_\_\_\_\_  
M. Andy Moore, Mayor

**ATTEST:**

\_\_\_\_\_  
Elaine Andrews, Town Clerk

The Smithfield Town Council reconvened at its June 17, 2025 budget session on Tuesday, June 24, 2025 at 6:30 pm in the Council Chambers of the Smithfield Town Hall, Mayor M. Andy Moore presided.

Councilmen Present:

Sloan Stevens, District 2  
Roger Wood, Mayor Pro-Tem  
Travis Scott, District 3  
Dr. David Barbour, District 4  
Stephen Rabil, At-Large  
John Dunn, At-Large

Councilmen Absent

Administrative Staff Present

Michael Scott, Town Manager  
Elaine Andrews, Town Clerk  
Andrew Harris, Finance Director  
Pete Hedrick, Chief of Police  
Shannan Parrish, HR Director  
Stephen Wensman, Planning Director  
Ted Credle, Public Utilities Director  
Jeremey Daughtry, Fire Chief  
Lawrence Davis, Public Works Director  
Gary Johnson, Parks & Recreation Director  
C. Timothy Short, Asst. Police Chief

Administrative Staff Absent

**CALL TO ORDER**

Mayor M. Andy Moore called the meeting to order on Tuesday, June 24, 2025 at approximately 6:31 pm to continue budget discussions for fiscal year 2025-2026.

**FISCAL YEAR 2025-2026 BUDGET DISCUSSIONS**

Mayor Andy Moore stated the agenda for this meeting was an open discussion for potential budget adjustments, with a focus on tax rates, electric rates, and departmental needs. Mayor Moore referenced Councilman Scott's earlier request for information and noted that the proposed budget included a 47-cent tax rate, but he hoped the council could work to lower it. The mayor highlighted several economic uncertainties—rising prices, global instability, tariffs, and supply chain issues affecting the town's departments—which make financial planning challenging. Mayor Moore noted that the recent tax revaluation represents a significant increase for citizens, which may come as a shock since residents haven't experienced such changes in the past six or seven years. He emphasized that, given these higher valuations, the town should do everything possible to pass along any available savings to help offset the impact on taxpayers.

Councilman Travis Scott made a motion to adopt the proposed budget with several clarifications and adjustments.

1. He recommended reducing the property tax rate from .47 cents to .45 cents per \$100 valuation
2. He suggested lowering the downtown district tax from .19 cents to .16 cents.
3. He proposed that any resulting budget imbalance could be addressed by considering the use of \$420,000 in equipment financing, to be decided by the council later.
4. Councilman Scott also suggested adopting the rate and fee schedule with changes affecting all rate funds except for the main residential categories (RS1, RS4, RS7), aiming to minimize the impact on residential customers. He noted that these changes would save residential customers from additional burden, as they represent only 20% of the town's electric load, and clarified that the financial impact on the budget would be minimal.
5. He noted that \$2 million from the fund balance is allocated for street resurfacing projects.
6. He clarified that the proposed 5% salary adjustment for employees should consist of a 3% cost-of-living increase effective July (later clarified as August) and a possible 2% merit-based increase in October,

both of which are already budgeted.

7. He pointed out that the budget includes \$10,000 for crosswalk safety improvements, as previously requested.
8. Finally, he requested that the town manager provide regular budget supplements and reports on tourism-related funds to ensure transparency and accountability.

Councilman Travis Scott emphasized that these items were important clarifications and recommended that they be part of the adopted budget. He provided copies of his motion in written form.

The motion was seconded by Councilman Stephen Rabil.

Mayor Pro Tem Roger Wood called for further discussion of the motion, citing there were many points in one motion. Councilman David Barbour agreed, suggesting the Board deal with each point of the motion one issue at a time. Upon further requests to discuss the motion the mayor reiterated that there was a motion and a second on the floor.

*Councilman Travis Scott, Councilman David Barbour, Councilman Stephen Rabil and Councilman John Dunn were in favor of the motion to approve the budget with Councilman Scott's stated clarifications. Councilman Sloan Stevens and Mayor Pro Tem Roger Wood voted against the motion. The motion carried with a 4 to 2 vote.*

Upon the vote, there was further discussion among the Board for which points were already clarified part of the proposed budget—the \$2 million for street resurfacing, and the \$10,000 for the crosswalk safety as requested by Councilman Marlon Lee.

Councilman Sloan Stevens asked if electrical fees can be passed along to some customers and not others. Manager Mike Scott explained that the council has the authority to adjust electric rates as they see fit, including applying increases to certain customer groups (such as commercial or non-residential customers) while leaving residential rates unchanged. However, he cautioned that making such distinctions without the support of a current rate study could be difficult to defend if legally challenged, as the town would need to justify the rationale for treating customer classes differently.

Councilman Travis Scott explained the background of the town's wholesale power bill, noting that the town has been paying \$96,000 per month in debt, which is about to be paid off. He clarified that while this debt payment is ending, the benefit is offset by rising wholesale electricity costs. Scott discussed the structure of the town's electric rates, highlighting that residential customers make up only 20% of the electric load, with the majority being commercial and industrial users. He argued that, given the significant tax increases residents are already facing, the town should avoid raising residential electric rates this year. Scott emphasized the importance of protecting residents from additional financial burden, especially those on fixed incomes, clarifying his request in point number seven of his motion to not modify electric rates RS1, RS4 and RS7.

Town Manager Scott noted that the Town would be undergoing a rate study before next year that would likely affect rates, with adjustments occurring through a multi-year plan.

Councilman David Barbour inquired about the impact of Duke Energy's recently approved 24% rate increase and how it would affect the town's electric rates, given that the town purchases power from Duke through Electricities. He questioned whether the end of the \$1.1 million annual debt payment would offset these increases and how the changes would affect both commercial and residential customers. Town Manager Mike Scott responded that the benefit of the expiring debt payment is largely offset by the higher wholesale rates from Duke Energy, which have already increased beyond the amount of the debt payment. He explained that the town is passing along a 3.5% rate increase this year, with projections for additional 4.5% increases in each of the next two years, based on information from Duke Energy. Manager Scott emphasized that these increases are necessary to keep the town's electric fund stable and that the rate adjustments are a direct result of rising wholesale costs, irrespective of the additional available funds from the retired debt.

Mayor Pro Tem Roger Wood stated that while the town can temporarily absorb increases in wholesale electric

rates, it will eventually need to pass those costs on to customers. Councilman Barbour added this year, however, the council is choosing not to raise residential electric rates in order to provide some relief to residents, given the significant impact of recent tax increases. This approach is intended to help offset the "sticker shock" for citizens, even though future rate increases will likely be necessary. The Board concurred.

Town Manager Mike Scott explained that reducing the property tax rate by one cent results in only a small monthly savings for homeowners—for example, about \$2.50 per month for someone with a \$300,000 house. He highlighted that while tax rate cuts may seem significant, the actual benefit to individual residents is modest, versus the industrial customer. He stated the residential customer may benefit a little more from an electric rate cut. He said the Board may want to gauge that holistic balance for the benefit of everyone.

Councilman Travis Scott explained that the town's electric rate model is shaped by periodic rate studies, which guide major adjustments. Councilman Scott pointed out that future changes—such as increased adoption of electric vehicles—will require further adjustments to the rate model, as significant shifts in demand could strain the system. For now, he emphasized the importance of focusing on effective load management and monitoring rates for the current year.

Upon a brief summary of the rate discussion by Mayor Andy Moore, it was the consensus was to avoid increasing residential rates (RS1, RS4, RS7) and to pass a 3.5% increase only to non-residential customers.

Councilman David Barbour asked how the Town compared in Fire Inspection fees in relation to other towns. Fire Chief Jeremy Daughtry stated the Town's fees were average relative to other towns. There was some discussion regarding the requested fire inspector position, and whether the fees collected would cover salary. Also, fire inspections inside and outside of town limits, and the number of town inspections on average. Chief Daughtry stated the new fire inspector would allow the Fire Marshall to focus more on construction plan reviews. He also stated it would allow the department to explore more community safety programs.

Councilman Sloan Stevens recommended cutting the renovation plans for Town Hall from the budget, seeing no immediate need. Manager Scott stated the item came from a discussion he had with the mayor regarding needed space.

The council engaged in discussion regarding capital projects, budget adjustments, and strategies to achieve a lower property tax rate. Members reviewed various capital outlay items, including equipment for Parks and Recreation and architectural planning funds for Town Hall expansion. The Board debated whether to finance certain equipment purchases or pay for them outright. Town Manager Mike Scott stated deducting the \$420,000 debt from the revenue line item would allow the town to reduce the property tax rate to .45 cents without impacting other budget priorities.

The conversation also addressed the use of contingency funds and the importance of maintaining a healthy fund balance to support future growth and infrastructure needs. Council members expressed concerns about reducing the tax rate too aggressively, noting the need to balance immediate tax relief with the town's long-term financial health and ability to invest in improvements, while keeping the tax rate low.

Councilman John Dunn explained that the town has previously used American Rescue Plan funds to support projects such as fire apparatus purchases, salary increases, and police department expansion, but those one-time funds are no longer available. He emphasized the council's ongoing commitment to infrastructure improvements, particularly road projects, and stressed the importance of maintaining sufficient revenue to continue making progress. Dunn cautioned against lowering the tax rate too much, noting that while it is important to keep taxes fair, the town must also ensure it has the resources needed to provide services and invest in future needs.

Town Manager Mike Scott clarified that, although the town had planned to spend \$4 million on road projects over two years, actual expenditures were lower due to project costs coming in under budget, leaving additional funds available for future road work. He explained that the council could amend the budget to allocate these remaining funds as needed. Scott cautioned that reducing the property tax rate too much could jeopardize the town's ability to meet its capital project goals, particularly for road improvements. The discussion among council members reflected concerns about finding the right balance between providing tax relief and ensuring sufficient revenue to support ongoing and future infrastructure needs.

The Board continued to discuss the proposed tax rate, noting that it is significantly lower than the rates adopted by neighboring towns. Manager Scott stated this helps the Town to be competitive for industry and also manage its capital projects.

Councilman David Barbour stated it was better to be proactive with the tax rate and grow, rather than be status quo and limiting progress.

Councilman Sloan Stevens inquired about the use of tourism funds for specific projects, such as the soccer complex. Town Manager Mike Scott explained that tourism-related funds require approval from the tourism board and are typically used for projects that promote tourism, such as the soccer complex, which could be eligible for matching state grants.

Councilman Travis Scott and Councilman David Barbour discussed the town's ongoing commitment to infrastructure improvements and the importance of maintaining a fair and sustainable tax rate. Councilman John Dunn emphasized the need to balance tax relief with the ability to fund future projects and services.

There was some discussion regarding the re-evaluation appeals pending, and its effect on the Town's tax revenue. Manager Scott noted the Town's healthy fund-balance could help in that instance.

The Board discussed employee compensation, merit pay, performance and evaluations. It was discussed that an update of the Town of Smithfield's Employee Handbook is under review. Town Manager Mike Scott and other members discussed the town's employee evaluation process, merit pay, and the importance of remaining competitive with neighboring municipalities to retain staff. Tenure or compression studies were mentioned as a point of concern for some staff.

It was the consensus of the board to grant employees a 3% cost-of-living adjustment (COLA) effective July 1, 2025, and a possible 2% merit-based increase in January 2026, contingent on budget performance and tax revenue.

There was some discussion regarding setting the tax rate at .46 cents per \$100 valuation. Manager Scott noted he had suggested a higher rate at .47 cents in his budget proposal in anticipation for future growth. Mayor Andy Moore cautioned that land cleared does not always mean an impending development, as the bank can halt it—and has done so before as nothing is guaranteed.

Councilman David Barbour suggested he thought setting the tax rate at .46 cents was better, but he would not balk at .45 cents. It was the consensus of the Board to set the tax rate at .45 cents per \$100 valuation.

The Board also revisited the proposed addition of a Public Safety Officer (PSA) position. After discussion, the consensus was to defer the new PSA position for the coming fiscal year and reallocate those funds to contingency.

Manager Mike Scott highlighted some final budget adjustments:

- Adopt a property tax rate of .45 cents per \$100 valuation.
- Reduce the downtown district tax to .16 cents.
- Smithfield Fre district tax changed from .12 cents to .11 cents as approved by the County
- Remove the proposed Public Safety Officer position, reallocating those funds to contingency.
- Finance \$420,000 in equipment purchases through debt, as needed.
- Adjust electric rates to pass a 3.5% increase only to non-residential customers, with no increase for residential customers.
- Implement a 3% COLA for employees effective July 1, 2025, and consider a possible 2% merit-based increase in January 2026.

- Provide regular reports on tourism-related funds.

*A copy of the final adopted FY 2025-26 Town of Smithfield adopted is on file in the office of the Town Clerk.*

**Budget Motions and Adoption:**

*Councilman Travis Scott made a motion, seconded by Councilman Stephen Rabil to adopt the budget as amended, including the changes to the property tax rate, downtown district tax, removal of the PSA position, adjustments to contingency and debt, and the revised electric rates. Unanimously approved.*

*Councilman Travis Scott then made a motion, seconded by Councilman Sloan Stevens to approve the fee schedule as reviewed and amended by the Town Manager, including the updated property tax and downtown district tax rates, and the revised electric rates. Unanimously approved.*

Mayor Andy Moore concluded the meeting with expressions of appreciation among the Board and staff for their work on the budget and the meeting was adjourned.

**Adjourn**

*Councilman David Barbour made a motion, seconded by Mayor Pro Tem Roger Wood to adjourn the meeting at 8:04 pm. Unanimously approved.*

\_\_\_\_\_  
M. Andy Moore, Mayor

ATTEST:

\_\_\_\_\_  
Elaine Andrews, Town Clerk

The Smithfield Town Council met in regular session on Tuesday, July 15, 2025 at 7:00 p.m. in the Council Chambers of the Smithfield Town Hall, Mayor M. Andy Moore presided.

Councilmen Present:

Roger Wood, Mayor Pro-Tem  
Sloan Stevens, District 2  
Travis Scott, District 3  
John Dunn, At-Large  
Stephen Rabil, At-Large

Councilmen Absent

Dr. David Barbour, District 4

Administrative Staff Present

Michael Scott, Town Manager  
Kimberly Pickett, Assistant Town Manager  
Elaine Andrews, Town Clerk  
Ted Credle, Public Utilities Director  
Jeremy Daughtry, Fire Chief  
Lawrence Davis, Public Works Director  
Andrew Harris, Finance Director  
Pete Hedrick, Chief of Police  
Gary Johnson, Parks & Rec Director  
Shannan Parrish, HR Director  
Stephen Wensman, Planning Director

Also Present

Robert Spence, Jr., Town Attorney

Administrative Staff Absent

**CALL TO ORDER**

Mayor Moore called the meeting to order at 7:00 pm.

**INVOCATION**

The invocation was given by Councilman Travis Scott followed by the Pledge of Allegiance.

**APPROVAL OF AGENDA:**

Councilman Roger Wood made a motion, seconded by Councilman Stephen Rabil, to approve the agenda as amended as follows. Unanimously approved.

Add to Presentations:

- *Item 2 - Proclamation – Recognizing July 2025 as Independent Retailer Month in the Town of Smithfield*

Add to Consent Agenda Items:

- *Item 5 – Consideration and request for approval of Resolution No. 779 (18-2025) authorizing the sale of real property located at 204 Britt Street, Smithfield, NC through the Upset Bid Process in accordance with NC GS 160A-269*

Move Citizen's Comments:

- Councilman Travis Scott suggested moving *Citizen's Comments* to after *Presentations Item 2*

**PRESENTATIONS:**

- 1. Discussion and consideration for the process to fill the District One Councilmember seat vacancy.**

Town Manager Mike Scott presented the process for filling the District 1 Councilmember seat vacancy. The application period will open at 8:00 a.m. the day following the meeting and close at 5:00 p.m. on August 1, with applications to be submitted to the Town Clerk. At the August 5 council meeting, the mayor will announce the candidates and set a date for a public meet-and-greet. If only one qualified applicant is received, the council may choose to appoint that individual at the August 5 meeting. If multiple candidates apply, each will have five minutes to address the council at the August 19 meeting, followed by one question from each council member. The council will then use a ballot process to narrow the field to two candidates, and ultimately select one. In the event of a tie, the mayor will cast the deciding vote, per Town Charter. The appointed councilmember will be sworn in immediately and serve until the November election, with the elected individual to be sworn in at the December 2 meeting. The Manager asked the Board if there were any questions.

Mayor Andy Moore recommended that the council make the District 1 Councilmember appointment at the August 19 meeting, as specified in the agenda and public notices, to ensure the process is clear and to avoid any confusion.

Councilman Travis Scott asked for clarification on application submission methods, confirming that applications could be mailed, dropped off, or emailed to the clerk, but not submitted through an online fillable form. He also emphasized the importance of community involvement, particularly through a meet-and-greet event for candidates Town Manager Mike Scott and Mayor Pro Tem Roger Wood also contributed to the discussion, confirming details of the process and timeline. Mayor Andy Moore calling for a motion to approve the process as stated, with the appointment to be made at the August 19 meeting.

*Mayor Pro Tem Roger Wood made the motion, seconded by Councilman John Dunn to approve the District 1 Town Councilman seat appointment process. Unanimously approved.*

Mayor Andy Moore suggested posting an outline of the process in the Town's social media. He also stated interested citizens may reach out to the Manager or the Clerk with any questions regarding the process.

## **2. Proclamation Recognizing July 2025 as Independent Retailer Month in the Town of Smithfield.**

Mayor Andy Moore read the Proclamation in salute of our independent businesses, and encouraged the town's citizens to patronize and support.

### **PROCLAMATION RECOGNIZING JULY 2025 AS INDEPENDENT RETAILER MONTH IN THE TOWN OF SMITHFIELD**

*Whereas* Independent Retailer Month provides a time to celebrate the independence of the citizens of our great country and the entrepreneurial spirit represented by our local independent retailers; and

*Whereas* the individual decisions we make today shape the future of our communities; and

*Whereas* local independent retailers help preserve the uniqueness of the communities we call "home" and give us a sense of place; and

*Whereas* independently-owned retailers give back to our communities in goods, services, time and talent; and

*Whereas* the health of our economy and that of each community depends on our support of businesses owned by our friends and neighbors; and

*Whereas* independent retailer owners and employees enrich our purchasing experiences with their knowledge & passion

*Whereas*, as we celebrate Independent Retailer Month, we acknowledge that the well-being of all of our communities lies within each of us.

NOW, THEREFORE I, M. Andy Moore, Mayor of the Town of Smithfield, along with members of the Town Council, do hereby proclaim the month of July as INDEPENDENT RETAILER MONTH and salute our citizens and local independent retailers who are integral to the unique flavor of our country and honor their efforts to make our communities the places we want to live and work.

---

M. Andy Moore, Mayor

## **CITIZEN'S COMMENTS:**

Mayor Andy Moore asked that anyone wishing to speak during the Citizen's Comments portion of the meeting to come forth, and state their name for the record.

Jason Stevenson of 573 Suhani Lane, Clayton, (Barber Farms Subdivision), opposed rezoning request RZ 25-01 to convert a parcel from residential agricultural to light industrial, citing concerns about increased traffic, noise, light pollution, property values, and lack of community outreach.

Sonny Howard (Woodland Drive, Smithfield), raised concerns about the ineffectiveness of a stop sign on Second Street and suggested speed bumps. Also questioned the town's plan to invest in a property on Buffalo Road for the Disabled American Veterans, suggesting it may not pass inspection and recommending its removal.

Reecie Williams (307 Martin Luther King Drive), reported ongoing issues with overgrown grass at 306 Martin Luther King Drive and requested more frequent maintenance for safety reasons.

Zena Hamilton Rose (54 Holland Drive), requested an eight-foot fence or berm to separate new development from existing homes, expressed concerns about drainage and flooding, and advocated for preservation of the historic Holland house.

Lois Fuller (100 Holland Drive), expressed concern about a proposed road widening near her property, potential loss of trees, and the impact on her home and property value. Requested more information about the street plans.

Magali Escamillani (property owner, 712 East Market Street), sought clarification on how agenda items might affect her property and inquired about rumors of a new pedestrian light near her business.

Xena Hamilton Rose (second comment), noted a litter problem at the entrance to Holland Drive, suggested using prisoners for trash pickup, and described issues with property maintenance after a recent car accident.

Martha Tart (131 Holland Drive), described dangerous road conditions and traffic issues at the entrance to Holland Drive, and asked about the impact of a proposed road and ditch near their property.

The council and staff responded to several concerns, offering to follow up on property maintenance, road safety, and to provide additional information regarding development and rezoning plans.

## **PUBLIC HEARINGS:**

- 1. Subdivision Request (S-25-04) – Village on the Neuse, LLC:** Village of the Neuse, LLC is requesting the approval of a preliminary plat for a 117-lot single-family residential development in the R-8 Conditional District. The proposed development is adjacent to Holland Drive to the south and Smithfield Middle School/Everett Lane to the north, fronting Buffalo Road.

*Mayor Pro Tem Roger Wood made a motion, seconded by Councilman John Dunn to open the public hearing.*

*All persons wishing to speak during the public hearing were duly sworn by the Town Clerk.*

Planning Director Stephen Wensman presented the Village on the Neuse, LLC subdivision request for a 117-lot single-family residential development in the RA conditional district. He explained that the proposed development is located adjacent to Holland Drive to the south and Smithfield Middle School and Everett Lane to the north, fronting Buffalo Road. The project follows a previously approved conditional rezoning and master plan, and the preliminary plat reflects that master plan entirely, with no changes. Mr. Wensman described the site layout, noting that the development will utilize existing unopened rights-of-way to connect new streets. These streets will be constructed as 27-foot-wide curb and gutter streets with a sidewalk on one side, in accordance with town requirements. The site encompasses 42.26 acres, with a proposed density of 2.82 dwelling units per acre. The infrastructure plans include nearly 6,000 linear feet of new streets and 4,500 linear feet of water line. The development will be served by public water, sewer, and electric provided by the Town of Smithfield.

Due to the topography, some homes at the rear of the property will require individual sewage pumps to connect to a gravity line. Mr. Wensman noted that the site contains both 100-year and 500-year floodplain areas, primarily toward the river at the back of the property. There is an existing drainage ditch that crosses the property and drains to the north, under Everett Lane, to a catch basin on the Smithfield Middle School property. He stated that the drainage will likely be piped, but engineering drawings have not yet been submitted. The next step in the process will be the submission of engineered construction drawings, which will be reviewed by the town engineer to ensure proper sizing and flow. There is also a watershed protection area on the back side of the property, and any lots within that area will be required to comply with applicable regulations. A traffic impact study was conducted and is complete. The study recommends a center left-turn lane and a southbound turn lane on Buffalo Road at the development's access point. An eight-foot multi-use trail is required along Buffalo Road, and the applicant is proposing to install this trail, which will connect with projects to the south and allow for neighborhood connectivity.

The development will also provide a trail easement on the west side of the property to connect with the Neuse River Trail and adjacent neighborhoods. Mr. Wensman explained that the development will have an HOA responsible for maintaining all common areas and amenities. The lots will be a minimum of 8,000 square feet, consistent with the underlying zoning district. The project will provide a cluster mailbox and parking at the entrance, as required by the U.S. Postal Service. There is no phasing identified at this time, but the project could be completed in one or multiple phases. He addressed public concerns raised earlier in the meeting, including questions about drainage, buffers, and the impact on adjacent properties. He clarified that the stormwater management plan will be designed to accommodate a minimum of 4,000 square feet of impervious surface per lot, and that detailed engineering and stormwater plans will be reviewed in the next phase. The streets will provide multiple points of connectivity for residents, and the development will comply with all applicable town codes and standards.

Wensman stated staff recommended approval of the preliminary plat with eight conditions: that the plat is contingent on approval of construction plans meeting all regulations; that floodplain development permits be obtained for lots in the 100-year floodplain; that the HOA maintain all common areas and amenities; that the stormwater management plan be designed to accommodate a minimum of 4,000 square feet of impervious surface per lot; that a trail easement be provided on the west side of the development; that the town's standard detail be provided; that the mail kiosk have the proper setback; and that all homes in the development be consistent with the approved architectural standards.

Mr. Wensman concluded by stating that staff finds the proposal consistent with the comprehensive plan and recommends approval of the preliminary plat with the stated conditions.

**FINDING OF FACT (Staff Opinion):**

To approve a preliminary plat, the Planning Board shall make the following finding (staff's opinion in Bold/Italic):

1. The plat is consistent with the adopted plans and policies of the town; ***The plat is consistent with the adopted comprehensive plan.***
2. The plat complies with all applicable requirements of this ordinance; ***The plan complies with all applicable requirements of this ordinance as conditioned.***
3. There exists adequate infrastructure (transportation and utilities) to support the plat as proposed. ***There is adequate infrastructure with conditions.***
4. The plat will not be detrimental to the use or development of adjacent properties or other neighborhood uses. ***The plat will not be detrimental to the use or development of adjacent properties or other neighborhood uses.***

**Recommendation:**

Staff recommend approval of the Village on the Neuse preliminary plat, S-25-04, with the following conditions:

1. The preliminary plat shall be contingent on approval of construction plans by staff meeting all applicable regulations/standards.
2. Flood plain development permits shall be obtained for the development of the lots within the 100-year flood plain.
3. A homeowner's association shall maintain all common amenities such as the mailbox kiosk and open space.
4. A stormwater management plan shall be designed to accommodate a minimum of 4,000 sq. ft. per lot.
5. A 30' wide public trail easement shall be provided on the west side of the development in the open space to connect the proposed trail to the northern edge of the plat.
6. The mail kiosk driveway apron shall be in accordance with the Town's Standard Apron Detail.
7. The mail kiosk parking lot shall be setback 10' from the lot line in accordance with UDO Section 10.6.4.6.
8. The homes constructed in the development shall be consistent with the architectural standards approved as part of the conditional zoning.
9. The errors on the plat map for annotations of impervious area and designated wetlands be corrected.
10. The developers shall work with staff and the homeowners to coordinate a perimeter fence on the south side for existing homeowners, and to erect a barrier at the end of the stub out road.

*Planning Director Stephen Wensman incorporated his entire record and provided it to the Town Council in written form in the July 15, 2025 agenda packet.*

Wensman asked the Board if there were any questions.

Councilman Travis Scott asked Planning Director Stephen Wensman whether the issue of fencing along the back of the property had been addressed in the conditional zoning, referencing previous discussions and citizen concerns. Mr. Wensman responded that such a condition could have been addressed during the conditional zoning process and believed the applicant could still volunteer it if desired. Councilman Sloan Stevens recalled that in other rezonings, such as Buffalo Ridge, additional berms or fences were added, and asked if that was the case here. Mr. Wensman stated he would need to check the record, as it had been some time since the December meeting. Councilman Stevens asked if the applicant was present to verify. Mayor Andy Moore confirmed the applicant was present and would be given an opportunity to speak.

Councilman Scott also raised questions about the two connector roads, the width of the right-of-way, and the impact on existing homes, particularly regarding setbacks and the proximity of new roads to existing houses. Mr. Wensman explained that, as long as zoning had been in place, setbacks would have been required, but he could not verify the exact distances without further information. Councilman Scott expressed concern about stormwater management, emphasizing the need to ensure the development would not negatively impact the community, especially given the history of drainage issues in the area. Mr. Wensman confirmed that stormwater would be managed according to code and reviewed by staff.

Mayor Andy Moore invited the applicant to come forward.

Jason Wenzel, attorney for Village on the Neuse, LLC, stated his name and address for the record and affirmed agreement with the Planning Director's testimony. Mr. Wenzel described the project as a 117-lot single-family residential subdivision, emphasizing that the lots would be at least twice the size of those in nearby developments and that the project would provide needed single-family inventory for the community. He reviewed the four findings of fact required for preliminary plat approval, stating that the plat is consistent with the adopted plans and policies of the town, meets all required specifications of the UDO, will not be detrimental to surrounding properties, and will provide for orderly traffic distribution and infrastructure extension. Mr. Wenzel requested that the council approve the preliminary plat with the eight listed conditions and offered to answer any questions.

Eric Villanue, representing the applicant, stated his name and address and confirmed that the stub-out roads were required. Councilman Scott and Councilman Stevens asked about the possibility of fencing or berms along the property line, referencing previous discussions and citizen concerns. Mr. Villanue stated that he did not recall such a condition being discussed for this project and believed that fencing decisions should be left to the HOA and homeowners.

Mr. Wenzel referenced the minutes from the November 14, 2024, rezoning hearing, noting that the town attorney had stated fencing could be negotiated as part of the conditional zoning process but not as part of the quasi-judicial subdivision hearing. He confirmed that the standards for this project were in line with those for Buffalo Ridge but did not specify a fence.

Jeremy McCall, engineer for the project, stated his name and address and addressed stormwater concerns. He explained that stormwater from the new curb and gutter streets would be captured and directed to a stormwater pond, exceeding code requirements. He also clarified that the existing drainage swale would be incorporated into the stormwater system and that the amount of water flowing to the school property would be minimized. Mr. McCall stated that existing trees in the right-of-way would be preserved where possible and that construction traffic would access the site from Buffalo Road, not Holland Drive.

Dan Simmons, 125 Everett Lane, addressed the council and identified errors on the preliminary plat, including conflicting information about impervious area and a statement that no wetlands were found on site. Mr. Simmons asserted that wetlands exist along the property line and requested that a certified soil scientist verify the absence of wetlands. He also requested fencing or barriers to prevent residents from accessing his property and suggested that the council be consistent with previous developments regarding buffers.

Planning Director Wensman responded that any conditions required by the conditional rezoning would be enforced and that additional conditions could be added if justified by health, safety, or welfare concerns.

Town Attorney Bob Spence advised that the council could add conditions if appropriate but cautioned against imposing requirements not addressed during the conditional zoning process.

Councilman Scott recommended adding a condition for a perimeter fence managed by the HOA and a barrier at the end of the stub-out roads.

Councilman Stevens asked whether the plat could be approved with typographical errors, and Mr. Wensman confirmed that a condition could be added requiring corrections.

Further discussion ensued regarding the appropriateness of adding a fence condition at the plat approval stage. The applicant expressed willingness to work with staff and the community but preferred that fencing decisions be managed by the HOA.

Council members and staff discussed the need for consistency with previous developments and the importance of addressing citizen concerns.

Additional citizens, including Xena Hamilton Rose and Helen Simmons, spoke about drainage, fencing, and the preservation of wetlands and trees. The applicant and staff reiterated that detailed engineering and landscaping plans would be reviewed in the next phase and that all code requirements would be met. The council discussed and agreed to add conditions requiring correction of plat errors, wetland certification, a perimeter fence managed by the HOA, and barriers at the end of stub-out roads.

*Mayor Pro Tem, Roger Wood made a motion, seconded by Councilman Steve Rabil to approve all four findings of for a preliminary plat as evaluated through the quasi-judicial process. Unanimous.*

*The Board Determined that:*

1. The plan is consistent with the adopted plans and policies of the town;
2. The plan complies with all applicable requirements of this ordinance;
3. There exists adequate infrastructure (transportation and utilities) to support the plan as proposed; and
4. The plan will not be detrimental to the use or development of adjacent properties or another neighborhood uses

*Mayor Pro Tem Roger Wood made a motion, seconded by Councilman John Dunn to approve Village on the Neuse Plat request S-25-04, with the 10 conditions based on the finding of fact for preliminary subdivisions. The motion carried with a 4 to 1 vote, with Councilman Travis Scott voting no.*

*Conditions restated:*

1. The preliminary plat shall be contingent on approval of construction plans by staff meeting all applicable regulations/standards.
2. Flood plain development permits shall be obtained for the development of the lots within the 100-year flood plain.
3. A homeowner's association shall maintain all common amenities such as the mailbox kiosk and open space.
4. A stormwater management plan shall be designed to accommodate a minimum of 4,000 sq. ft. per lot.
5. A 30' wide public trail easement shall be provided on the west side of the development in the open space to connect the proposed trail to the northern edge of the plat.
6. The mail kiosk driveway apron shall be in accordance with the Town's Standard Apron Detail.
7. The mail kiosk parking lot shall be setback 10' from the lot line in accordance with UDO Section 10.6.4.6.
8. The homes constructed in the development shall be consistent with the architectural standards approved as part of the conditional zoning.
9. *The errors on the plat map for annotations of impervious area and designated wetlands be corrected.*
10. *The developers shall work with staff and the homeowners to coordinate a perimeter fence on the south side for existing homeowners, and to erect a barrier at the end of the stub out road.*

- 1. Zoning Amendment Request (ZA-25-02) – Consideration of a request by Brown Investment Properties, Inc. to amend the Town's Unified Development Ordinance:** Brown Investment Properties requests amendment to Article 8, Section 8.91 to increase the maximum height in the B-3 Highway Entranceway Business District from forty feet (40') to fifty (50').

*Councilman John Dunn made a motion, seconded by Mayor Pro Tem Roger Wood to open the public hearing. Unanimously approved.*

Planning Director Stephen Wensman presented the request by Brown Investment Properties, Inc. to amend the Town's Unified Development Ordinance, specifically Article 8, Section 8.91, to increase the maximum height in the B3 Highway Entranceway Business District from 40 feet to 50 feet. Mr. Wensman explained that the current maximum height in the district is 40 feet, unless the property is adjacent to the I-95 freeway, where the height can go up to 100 feet. He noted that the Town of Smithfield's definition

of building height is based on the average finished grade to the highest point of the building, which differs from the North Carolina Building Code, where height is measured to the midpoint of a peaked roof. Mr. Wensman further explained that the applicant's project involves bringing in soil to raise the site, which affects the height calculation because the average finished grade is used. For example, if three feet of soil is brought in one area and none in another, the average is used, impacting the allowable building height. He stated that the increase to 50 feet is already permitted in some of the Town's other districts and has not posed a problem. From a staff perspective, the Town's Comprehensive Plan encourages an increase in height, and staff has received comments over time about the need to increase the height limit.

Staff has considered bringing forward such an ordinance amendment but had not done so until the applicant's request. Mr. Wensman noted that the Local 70 project also had a height variance built into its approval, allowing for 50 feet, so this is not an unusual request citywide, even though it is not currently in the ordinance. He stated that staff fully supports the request, both for economic development purposes and to meet the applicant's needs.

Wensman also mentioned that the Planning Board recommended denial, believing that such requests should be handled by variance, but explained that a variance is not possible in this case because it is a new build and there is no hardship. Mr. Wensman concluded by stating that this amendment would put the Town more in accord with the state building code and that staff recommends approval of the request.

Wensman displayed the proposed dimensional requirements in his staff report provided to the Board in their July 15, 2025 agenda packet.

(A) Minimum Lot Area	
• Major shopping center	12,000 sq ft
• Minor shopping center	12,000 sq ft
• Other building or use	12,000 sq ft
(B) Minimum Lot Frontage	
• Major shopping center	200 lin ft
• Minor shopping center	125 lin ft
• Other building or use	125 lin ft
(C) Front Yard Setback	
• Major shopping center	100/50 ft (see Sec. 8.9.2.1)
• Minor shopping center	50/35 ft (see Sec. 8.9.2.2)
• Other building or use	50/35 ft (see Sec. 8.9.2.2)
(D) Side Yard Setback	
• Major shopping center	50 ft
• Minor shopping center	15 ft (see Sec. 8.8.2.3)
• Other building or use	8 ft (see Sec. 8.8.2.3)
(E) Rear Yard Setback	
• Major shopping center	50 ft
• Minor shopping center	25 ft
• Other building or use	25 ft
(F) Maximum Building Height	50 ft -40 ft (see Sec. 8.13.6)
(G) Accessory Buildings Setback	10 ft (see Sec. 8.13.2)

Councilman John Dunn asked for clarification regarding previous approvals for similar height increases, specifically referencing the Local 70 project and the proximity of the applicant's project to I-95, which allows for greater height. Planning Director Stephen Wensman confirmed that the Local 70 project had a built-in height variance and explained that the applicant's project is not within the 660-foot range of I-95 that would allow for 100 feet in height.

Mr. Wensman further clarified that the amendment could affect other properties in the B3 district, although there have not been many requests for taller buildings.

Mayor Andy Moore questioned why the applicant could not seek a variance for the height increase. Mr. Wensman explained that a variance requires a hardship that is not self-created, and the desire to build a taller building does not meet that standard. He stated that the applicant could have addressed the issue through conditional rezoning but did not anticipate the problem due to differences between the Town's and the North Carolina Building Code's definitions of building height. Mayor Andy Moore confirmed with Wensman that this variance request was not a means to get more units in the development.

Mayor Pro Tem Roger Wood expressed concern about changing the ordinance for a single developer and suggested that such requests should be considered on a case-by-case basis. Mr. Wensman responded that the amendment would provide flexibility and support economic development, as the current standard is considered too low by staff. He noted that the amendment is a proactive measure for other developments that may come down the line so that they won't run into this problem.

Councilman Sloan Stevens noted that, since multifamily is no longer permitted in the B3 district, the issue may not arise frequently in the future. He also commented on the technical differences in measuring building height and the impact of the amendment.

Councilman Travis Scott echoed concerns about changing the ordinance for one project and asked how many other projects in the B3 district would be affected. Mr. Wensman replied that any new development could take advantage of the increased height, but the amendment would allow for more flexibility in design and support the Town's economic development goals.

Councilman Scott inquired whether the amendment could specify a maximum number of floors in addition to the height limit, to address concerns about increased density. Mr. Wensman stated that such a provision could be considered, but the primary issue is the definition of building height and the type of roof.

James Todd, attorney for the applicant, addressed the Board. He explained that the amendment is motivated by the applicant's desire to construct a three-story building with a pitched roof, which is not possible under the current 40-foot height limit due to the Town's definition of building height. Mr. Todd emphasized that the amendment would not increase the approved density of the project, as multifamily development in the B3 district requires a special use permit and council approval. He stated that the amendment would allow for a more traditional and aesthetically pleasing pitched roof design, rather than a flat roof, and would avoid significant additional construction costs. Mr. Todd introduced Matt Ansley, the project architect, who provided a technical explanation of the height calculations.

Matt Ansley, Architect for ISG Engineers and Johnston County resident, presented several design scenarios, demonstrating that the current definition of building height restricts the project to two stories with a pitched roof or requires a flat roof for three stories. He explained that the proposed 50-foot height limit would allow for three stories with nine-foot ceilings and a standard 5/12 roof pitch, consistent with the rendering submitted during the special use permit process. Mr. Ansley also addressed questions about mechanical equipment placement and elevator requirements, confirming that the project does not include elevators and that mechanical equipment would be located on the ground with a pitched roof.

Mr. Todd stated that, if the Board was uncomfortable with a blanket change to the B3 district, the amendment could be limited to multifamily uses, which would still require a special use permit and council approval. Planning Director Wensman clarified that multifamily is no longer permitted in the B3 district, so such a limitation would not be applicable.

Mayor Moore noted that the applicant's request for the building height definition and that the amendment would bring the Town's standards closer to the state building code. He asked whether the applicant needed the full 50 feet or if a lower height would suffice. Mr. Ansley responded that adopting the state building code's definition of building height, which measures to the midpoint of the roof, would be a suitable compromise and would allow for pitched roof designs without increasing the maximum number of floors.

*Councilman Travis Scott made a motion to close the public hearing. The motion was withdrawn for recognition of an additional public comment.*

Mark Lane, a member of the Planning Board, addressed the council and explained that the Planning Board's primary concern was opening up the entire B3 district to taller buildings, rather than handling such requests through conditional zoning. He stated that the Planning Board supported the applicant's project but preferred to maintain control over building height on a case-by-case basis.

Councilman John Dunn asked if the petition was not approved at this meeting would the petitioner need to reapply for conditional zoning. Wensman stated the Town does not allow that use in the B-3 zoning district, so it may not be an option, and suggested the applicant may take a different route.

There was more discussion among the Board regarding zoning, building height and variations in the NC Building Code.

Planning Director Wensman stated that adopting the state building code's definition would have a broader impact, as it would apply to all districts, not just B3. Town Attorney Bob Spence advised that such a change would make the Town's code more consistent with the state building code and would not significantly affect the Town, given the limited number of multifamily projects in the B3 district.

*Councilman Travis Scott made a motion, seconded by Councilman Stephen Rabil to close the public hearing. Unanimously approved.*

*Councilman Sloan Stevens made a motion, seconded by Councilman John Dunn to approve zoning text amendment ZA-25-02, amending Article 8, Section 8.91, to increase the maximum height in the B3 Highway Entranceway Business District from 40 feet to 50 feet, finding the amendment consistent with the Town of Smithfield Comprehensive Growth Management Plan and other adopted plans, and determining that the amendment is reasonable and in the public interest. The motion carried with a 4 to 1 vote, with Councilman Roger Wood voting no to the ordinance amendment.*

- 2. Rezoning Request (RZ-25-01) – Consideration of a request for Clarius Partners, LLC for a zoning map amendment:** Clarius Partners, LLC is requesting a zoning map amendment to rezone a 75.61 acres parcel, located on US Highway 70 Business W, at the north edge of the Town's extra-territorial jurisdiction (ETJ).

*Mayor Pro Tem Roger Wood made a motion, seconded by Councilman Travis Scott to open the public hearing. Unanimously approved.*

Planning Director Stephen Wensman presented the request, explaining that the applicant sought to rezone a 75.61-acre parcel located on US Highway 70 Business West, at the northern edge of the Town's extraterritorial jurisdiction (ETJ), from its current residential-agricultural (R-20A) zoning to Light Industrial (LI). Mr. Wensman described the site as agricultural fields and mixed forest, with a blue line stream and a gas line easement crossing the property. He noted the property is within a watershed district, which imposes more restrictive stormwater management requirements. Mr. Wensman stated that the applicant submitted a concept plan for "Clarius Park," a warehouse distribution development, and that a traffic impact study had been completed, allowing for a full access with a stoplight and a right-in/right-out at a second entrance. He explained that the Town's Comprehensive Plan had envisioned this area as low-density residential due to the lack of sewer infrastructure, and that approval of the rezoning would require an amendment to the Comprehensive Plan. Mr. Wensman stated that, while the property is not within the Town's tax base, the proposed use would provide jobs and economic benefits to the area. He recommended approval of the rezoning, finding it reasonable and in the public interest, and consistent with the Comprehensive Plan as amended.

*Planning Director Stephen Wensman incorporated his entire record and provided it to the Town Council in written form in the July 15, 2025 agenda packet.*

He outlined Staff's opinion of the consistency statement for rezoning approval:

**CONSISTENCY STATEMENT (Staff Opinion):**

With approval of the rezoning, the Planning Board/Town Council is required to adopt a statement describing whether the action is consistent with adopted comprehensive plan and other applicable adopted plans and that the action is reasonable and in the public interest. Planning Staff considers the action to be consistent and reasonable:

- **Consistency with the Comprehensive Growth Management Plan** -*The development is inconsistent with the town's comprehensive plan and the rezoning will result in an amendment to the Town's plan.*
- **Consistency with the Unified Development Code** – *The site will be developed in accordance with the Light Industrial standards and WS-IV-PA standards.*
- **Compatibility with Surrounding Land Uses** - *The property considered for rezoning will be compatible with surrounding land uses, in particular, there is a LI District less than 1,000 feet to the south.*

Councilman John Dunn asked for clarification regarding the ETJ and the likelihood of the property being annexed into the Town of Smithfield. Mr. Wensman responded that, due to its proximity to Wilson's Mills and the lack of sewer service, the property would likely remain in the county.

Mayor Andy Moore question whether the property could be annexed into the Town of Smithfield, Wensman stated no due to it lying closer to Wilsons Mills. Wensman noted though it was not the Town's tax base, the development would mean jobs in the area.

Councilman Travis Scott inquired about the required buffers for noise and light pollution controls for adjacent residential areas. Mr. Wensman explained that a Type C buffer, approximately 20–25 feet with shrubs and trees or a fence, would be required, and that the Town's lighting code would prevent light spillover onto adjacent properties.

Councilman John Dunn requested clarification on the map regarding the woodland and wetlands.

Jason Stevenson, a resident of Barber Farms subdivision, addressed the council in opposition to the rezoning. He expressed concerns about increased traffic, noise, loss of trees, and the impact on property values and neighborhood character. He stated that many residents were unaware of the proposal until a sign was posted and that the change would be inconsistent with the existing residential zoning.

Mark Cooper, of 462 Sahani Lane, Clayton, another Barber Farms resident, echoed concerns about the impact of a trucking company on the neighborhood's peace and quiet, and the lack of prior notice to residents.

Sharon Owens, 364 Suhani Lane also of Barber Farms, raised concerns about stormwater runoff, potential oil and gas spills from trucking operations, and the need to protect wetlands and agricultural land.

Rodney Mitchell, a resident at 4324 US 70 Business Highway West, urged the council to consider the impact on nearby homeowners and to vote as if they lived adjacent to the proposed development.

Craig Daniger, representing Clarius Partners, LLC, addressed the council. He stated that the company is a Class A industrial developer that builds best-in-class light industrial facilities, which attract high-quality users and provide jobs and tax revenue with relatively low impact on schools and municipal services. Mr. Daniger clarified that "light industrial" does not necessarily mean a trucking company and that the concept plan includes significant buffers and setbacks, with only one building located near the minimum buffer. He offered to continue the hearing to allow for a town hall meeting with adjacent property owners to address concerns and provide more information.

Councilman Sloan Stevens suggested that a conditional zoning process might be more appropriate, allowing for increased buffers and collaboration with neighbors, while also recognizing the need to encourage industrial growth along Highway 70.

Councilman Scott encouraged the applicant to make every effort to maintain natural buffers, preserve existing trees, and be cautious of protected wetlands especially near residential properties.

Mayor Andy Moore pointed out that the site plan meant very little, noting that if the rezoning were allowed, any light industrial allowable use could go there.

There was some discussion regarding the location of the wetlands on the property. Mr. Daniger pointed to the map for clarification.

Mr. Daniger agreed to coordinate a town hall style neighborhood meeting with residents and to return to the council with additional information and potential revisions to the plan.

Mayor Andy Moore confirmed that the public hearing would remain open and be continued to a date certain to allow for further discussion and public input. He also made comment regarding the property currently being zoned R-20A while noting concerns by neighbors that go along with light industrial zoning. He encouraged the petitioner to work together with the neighbors on a consensus. The petitioner agreed to a meeting with the adjoining property owners and consideration for their concerns.

*Councilman Travis Scott made a motion, seconded by Councilman Stephen Rabil to continue, allowing the public hearing remain open and be continued for a minimum of 30 days, to the next regular meeting on August 19, 2025, to allow the applicant to meet with neighboring residents and address concerns. The motion was unanimously approved.*

### **3. Conditional Zoning Request (CZ-25-03) – Consideration of a request for Mallard Smithfield NC, LLC to amend the conditional rezoning master plan:**

Mallard Smithfield NC, LLC is requesting approval of an amended R-8 conditional rezoning master plan of 491.2 acres of land which will include 1,327 residential units: 873 single-family detached, 454 single-family attached (townhomes).

*Councilman John Dunn made a motion, seconded by Mayor Pro Tem Roger Wood to open the public hearing. Unanimously approved.*

*Mayor Pro Tem Roger Wood made a motion, seconded by Councilman John Dunn to continue this public hearing until the August 5<sup>th</sup> meeting.*

*It was mentioned that the applicant was in agreement with this continuance.*

*The motion was unanimously approved.*

### **CONSENT AGENDA:**

*Mayor Pro Tem Roger Wood made a motion, seconded by Councilman John Dunn, to approve the following items on the Consent Agenda as amended. Unanimously approved:*

#### **1. Approval of minutes:**

- a. May 6, 2025 – Regular Session
- b. May 20, 2025 – Regular Session

#### **2. Consideration and request for approval to adopt Resolution No. 778 (17-2025) accepting streets in the East River development for public maintenance:** The developer of East River has requested public maintenance of Sturgeon Street, Sandpiper Street, Short Court and Sandstone Street in the East River development. The Town Council accepted Sunfish and Croatan Court in Phases 1 and 2 of the development for public maintenance by Resolution 696 (05-2022) on April 5, 2022.

- 3. Consideration and request for approval for Bulldog Harley-Davidson to hold a Bikini Bike Wash event on July 19, 2025:** The Town Council is being asked to consider approval of a Temporary Use Permit for this event to be held at 1043 Outlet Center Drive. This event will run from 11:00 am to 4:00 pm. Gent's Bounty BBQ food truck will be on-site selling food. Two beers will be given away to customers age 21 and older.
- 4. Consideration and request for approval for Bulldog Harley-Davidson to hold a Christmas in July event on July 26, 2025:** The Town Council is being asked to consider approval of a Temporary Use Permit for this event to be held at 1043 Outlet Center Drive. This event will run from 11:00 am to 4:00 pm. Daisy Dawgs food truck will be on-site selling food. A live band will perform therefore amplified sound will be used. Two beers will be given away to customers age 21 and older.
- 5. Consideration and request for approval of Resolution No. 779 (18-2025) Authorizing the sale of real property located at 204 Britt Street, Smithfield, NC through the Upset Bid Process in accordance with NC GS 160A-269**

## **BUSINESS ITEMS:**

- 1. Consideration to accept completed work for AIA Sewer Grant:** Conditions of the awarded Asset & Inventory Assessment grant (AIA), NCDEQ, requires the recipient to present the completed work to the governing municipal board. To close out this grant funding, the governing board must be presented the completed work funded by the AIA Grant and acknowledge the work was in accordance with the grant application.

Public Utilities Director Ted Credle presented an update on the AIA sewer grant received by the Town in 2021. He reported that the \$150,000 grant from the North Carolina Department of Environmental Quality was used to assess the condition of the Town's sewer system, including 1,511 manholes, and to update the Town's asset management plan. The grant also funded updates to the Town's sewer model to predict the impact of future growth, video inspections of sewer pipelines, and the purchase of three flow meters for pump stations. Mr. Credle explained that manholes were rated on a scale of one to five, with rehabilitation performed on those in poor condition. The asset management plan was updated following site visits to all 21 lift stations, and the sewer model was used to identify areas where pipes may be undersized for future development. Video inspections identified trouble spots, including holes in pipes that were subsequently repaired. The flow meters will be installed as part of ongoing improvement projects. Mr. Credle noted that the grant work supports ongoing system improvements and helps minimize future rate increases. He stated that no council action was required, but that the presentation was a condition of the grant.

Councilman Travis Scott asked if the work described was considered preventive maintenance, referencing regionalization documents and the Town's credit for such work. Mr. Credle confirmed that the work is considered preventive maintenance.

Councilman Scott also inquired about cockroach issues in the sewer system. Mr. Credle explained that cockroaches are common in sewers due to moisture, and that if they are entering homes, it is likely due to issues with traps or U-bends in plumbing. He stated he would research extermination options for cockroaches in the sewer system.

Councilman John Dunn asked how the Town uses the information from the manhole assessments. Mr. Credle responded that manholes rated as needing immediate attention are prioritized for rehabilitation, which is an ongoing annual project funded in the Town's budget. He stated that typically \$50,000 per year is allocated for manhole rehabilitation, covering 10 to 20 manholes depending on depth, and that this is a normally budget cost.

There were no further questions, and the council thanked Mr. Credle for his report.

## **COUNCILMEMBER COMMENTS:**

Mayor Andy Moore complemented the new back door to the Town Hall Council Chambers, as a new one had been installed.

## **TOWN MANGER'S REPORT:**

Town Manager Mike Scott informed the council that brick inlay work downtown will resume next week, with business owners being notified directly due to expected disruptions. Repaving of South Third Street will also begin later this month, likely causing some disruption in that area. Additionally, construction funded by the EDA grant for West Smithfield, including work behind Rose Manor, will commence next week. Residents may notice activity in easements near their properties as these projects proceed.

Mayor Andy Moore confirmed with the Manager that there had been communication with the neighborhood.

## **ADJOURN:**

*Councilman Travis Scott made a motion, seconded by Councilman John Dunn, to adjourn the meeting until. The meeting adjourned at approximately 10:13 pm. Unanimously approved.*

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M. Andy Moore, Mayor

ATTEST:

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Elaine Andrews, Town Clerk





# Request for Town Council Action

**Consent Agenda Item:** ANX-25-04  
**Date:** 09/02/2025

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**Subject:** Contiguous Annexation Petition  
**Department:** Planning & Administration Departments  
**Presented by:** Planning Director - Stephen Wensman  
**Presentation:** Consent Agenda Item

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## Issue Statement

E&F Properties has submitted a petition for voluntarily annexation of the 498.283 acres; Johnston County Tax ID 17K08039A and 17K08032 to the Town of Smithfield.

## Financial Impact

The annexation will require the town to provide town services, i.e., code enforcement, police protection, fire protection, trash collection, etc., after the site is developed.

## Action Needed

The Town Council is asked adopt Resolution No. 786 (25-2025) setting the date of the public hearing.

## Recommendation

Adopt Resolution No. 786 (25-2025), setting the date of the public hearing to be held at 7:00 pm on September 16, 2025.

Approved: ☒ Town Manager ☐ Town Attorney

## Attachments:

1. Staff Report
2. Annexation Petition
3. Certify Sufficiency Resolution
4. Certificate of Sufficiency
  - a. Metes and Bound
  - b. Contiguous County GIS Maps
  - c. Secretary of State Property Owner Info
5. Annexation Plat(s) map
6. Annexation Survey map
7. Resolution No. 786 (25-2025)



# Staff Report

**Consent ANX-25-04  
Agenda  
Item:**

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## **OVERVIEW:**

The Town of Smithfield received a petition from E&F Properties Inc. for a voluntary contiguous annexation of 498.283 acres into the Town of Smithfield, located on Wilson Mills Road and Lee-Youngblood Road, north and east of Poplar Creek.

The site is planned for the Bellamy Subdivision.

## **SUFFICIENCY OF THE PETITION:**

On August 5, 2025, the Town Council approved a resolution directing the Town Clerk to investigate the sufficiency of the annexation petition. The Town Clerk has completed the investigation and has found the annexation petition to be sufficient:

1. The petition contains an adequate property description of the area proposed for annexation.
2. The area proposed for annexation is contiguous to the Town's primary corporate limits.
3. The petition is signed by and includes the addresses of all owners of property within the annexation area.
4. The petitioner is not claiming any vested rights.

Staff are requesting that the Council adopt a resolution setting the date for the Public Hearing to be held at 7:00 pm on September 16, 2025.

## **ANNEXATION STATUTE:**

*NCGS 160A-31 – Annexation by petition.*

*(c) Upon receipt of the petition, the municipal governing board shall cause the clerk of the municipality to investigate the sufficiency thereof and to certify the result of the investigation. For petitions received under subsection (b1) or (j) of this section, the clerk shall receive the evidence provided under subsection (l) of this section before certifying the sufficiency of the petition. Upon receipt of the certification, the municipal governing board shall fix a date for a public hearing on the question of annexation, and shall cause notice of the public hearing to be published once in a newspaper having general circulation in the municipality at least 10 days prior to the date of the public hearing; provided, if there be no such paper, the governing board shall have notices posted in three or more public places within the area to be annexed and three or more public places within the municipality.*

*(d) At the public hearing persons resident or owning property in the area described in the petition and persons resident or owning property in the municipality shall be given an opportunity to be heard. The governing board shall then determine whether the petition meets*

*the requirements of this section. Upon a finding that the petition that was not submitted under subsection (b1) or (j) of this section meets the requirements of this section, the governing board shall have authority to pass an ordinance annexing the territory described in the petition. The governing board shall have authority to make the annexing ordinance effective immediately or on the June 30 after the date of the passage of the ordinance or the June 30 of the following year after the date of passage of the ordinance.*

**RECOMMENDED ACTION:**

Adopt Resolution No. 786 (25-2025), setting the date for the Public Hearing to be held at 7:00 pm on September 16, 2025.



## **Town of Smithfield**

Planning Department

350 E. Market St. Smithfield, NC 27577

P.O. Box 761, Smithfield, NC 27577

Phone: 919-934-2116

Fax: 919-934-1134

### **Petition For Voluntary Annexation**

**VOLUNTARY ANNEXATION:** Upon receipt of a valid petition signed by all of the owners of real property in the area described therein, the Town may annex an area either contiguous or not contiguous to its primary corporate limits when the area meets the standards set out under North Carolina General Statutes 160A-31 and 160A-58.1.

### **Annexation Review and Approval Process**

**Review by Staff:** The Planning, Engineering and Public Works Departments review the annexation submission. Comments will be sent to the applicant.

**Annexation Plat Submission:** After the map and legal description are deemed sufficient by the Town, the applicant is required to submit two (2) Mylar annexation plats to the Planning Department.

**Town Council Meeting:** The Town Council will pass a resolution directing the Town Clerk to investigate the annexation petition. The Town Clerk will present to the Town Council a Certificate of Sufficiency indicating that the annexation petition is complete. A resolution setting the date of the public hearing is then approved.

**Legal Advertisement:** A legal advertisement will be published no more than 25 days and no less than 10 days prior to the date of the public hearing.

**Public Hearing/Town Council Meeting:** The Town Council will either adopt or deny an ordinance to extend the corporate limits of the Town of Smithfield.

**Recordation:** If the annexation is approved by the Town Council, the Annexation Plats shall be recorded at the appropriate county Register of Deeds.

## Petition For Voluntary Annexation

### Submittal Information

Petitions for annexation are accepted by the Town of Smithfield Planning Department at any time. There is no fee required for submitting an annexation petition. The annexation will become effective immediately upon adoption of the annexation ordinance at the scheduled public hearing unless notified otherwise by the Town Clerk.

(The Town of Smithfield reserves the right to make exceptions to this general processing schedule when necessary.)

### Summary Information / Metes and Bounds Descriptions

Development Project Name: Bellamy

Street Address: 2917 Wilson's Mills Rd

Town of Smithfield Subdivision approval #

(S-\_\_\_\_\_, or

Building Permit Transaction #

, or

Site Plan approval # for multi-family

(SP-\_\_\_\_\_, -)

Johnston County Property Identification Number(s) list below

P.I.N. 168500-97-7612

P.I.N.

P.I.N.

P.I.N. 169600-11-0117

P.I.N.

P.I.N.

Acres of Annexation Site: 498.283

Linear Feet of Public Streets within Annexation Boundaries: ~ 46,000

Annexation site is requesting Town of Smithfield:

Water ☒

and/or Sewer ☒

Number of proposed dwelling units: 1,147

Type of Units:

Single Family 870

Townhouse 277

Condo -

Apartment -

Building Square Footage of Non-Residential Space: N/A

Specific proposed use (office, retail, warehouse, school, etc.): Residential

Projected market value at build-out (land and improvements): \$ 409,350,000

Person to contact if there are questions about the petition:

Name: David Bergmark

Address: 621 Hillsborough St, Suite 500, Raleigh NC 27603

Phone: 919-361-5000

Fax #: N/A

Email: bergmark@mcadamsco.com

## Petition For Voluntary Annexation Submittal Checklist

Please include all of the following (check off). If any information is missing from the application package, you will be asked to complete the application and re-submit the petition, so please check the list below carefully before you submit:

<input checked="" type="checkbox"/>	Electronic Word document of the written metes and bounds must be e-mailed to: <a href="mailto:stephen.wensman@smithfield-nc.com">stephen.wensman@smithfield-nc.com</a> or <a href="mailto:micah.woodard@smithfield-nc.com">micah.woodard@smithfield-nc.com</a>	
<input checked="" type="checkbox"/>	Survey or Plat showing above written metes and bounds description of the property to be annexed must be submitted electronically in .pdf format, if possible.	
N/A <input type="checkbox"/>	Copy of Approved Preliminary Site Plan or Final Site Plan showing Town Permit number	Copy of Subdivision Plat submitted for lot recording approval with Town file number____-____, etc.)
<input checked="" type="checkbox"/>	General Annexation Area Data: Linear feet of public streets, total annexation area acreage, number of proposed residential units or square footage of commercial space, type of utility connections involved, specific land uses proposed.	
<input checked="" type="checkbox"/>	This application form completed, <u>dated and signed</u> by the property owner(s) and attested <b>submitted by the deadlines</b> noted in section B of this application, page 2.	
Required, but often missing information. Please make sure to include the following:		
<input checked="" type="checkbox"/>	Correct Parcel Identification Number(s) (PIN). Call Johnston County Geographic Information Services at 919-989-5153, if there is any question about the parcel identifier. <b>This is very important.</b> Please indicate if the property being requested for	
<input checked="" type="checkbox"/>	Owner's Signatures and Date of Signatures. See page 3 of this application. All real property owners must sign the application, and the <u>date of signature MUST be filled in!</u>	
<input type="checkbox"/>	Corporate Seal for property owned by a corporation.	
<input checked="" type="checkbox"/>	<a href="#">Rezoning Application</a> , if the property is currently outside Town of Smithfield.	
<input checked="" type="checkbox"/>	Existing and Proposed Zoning	

## Petition For Voluntary Annexation Plat Checklist

Please include all of the following (check off). If any information is missing from the annexation plat, you will be asked to revise the map and re-submit for an additional review, so please check the list below carefully before you submit:

<input checked="" type="checkbox"/>	Fully dimensioned by metes and bounds, and the location of intersecting boundary lines of the existing town limits, labeled and distinctly marked. Include full right-of-way if the area on both sides is or will be in the corporate limits.
<input checked="" type="checkbox"/>	Any utility easements with metes and bounds.
<input checked="" type="checkbox"/>	Accurate locations and descriptions of all monuments, markers and control points.
<input checked="" type="checkbox"/>	Ultimate right-of-way widths on all streets.
<input checked="" type="checkbox"/>	Entitle "ANNEXATION MAP FOR THE TOWN OF SMITHFIELD" OR "SATELLITE ANNEXATION MAP FOR THE TOWN OF SMITHFIELD," as appropriate.
<input checked="" type="checkbox"/>	Name of property owner(s).
<input checked="" type="checkbox"/>	Name, seal, and registration of Professionally Licensed Surveyor (PLS).
<input checked="" type="checkbox"/>	Date of the survey and map preparation; a north arrow indicating whether the index is true magnetic North Carolina grid (NAD 83 of NAD 27) or deed; graphic scale; and declination.
<input checked="" type="checkbox"/>	Names of the township, county, and state.
<input checked="" type="checkbox"/>	A detailed vicinity map.
<input checked="" type="checkbox"/>	Include address of property if assigned.
<input checked="" type="checkbox"/>	Show all contiguous or non-contiguous town limits.
<input checked="" type="checkbox"/>	The following certification must be placed on the map near a border to allow the map to be sealed:  Annexation #
<input checked="" type="checkbox"/>	Leave 2 inch by 2-inch space for the county Register of Deeds stamp on the plat. All final plats must be stamped and signed before they can be accepted by the Town.

## Petition For Voluntary Annexation

State of North Carolina, County of Johnston, Petition of Annexation of Property to the Town of Smithfield, North Carolina

**Part 1** The undersigned, being all the owners of the real property described in this application respectfully request the annexation of said property to the Town of Smithfield, North Carolina. **The petitioners understand and agree that all streets and utilities within the annexed area will be constructed and installed by the developer according to the Unified Development Ordinance and any utilities that must be extended to the annexed area are the responsibility of the developers or successive property owners.** The property to be annexed is:



Contiguous to the present corporate limits of the Town of Smithfield, North Carolina, or



**Not Contiguous** to the municipal limits of the Town of Smithfield, North Carolina, not closer to the limits of any other municipality and is located within three miles of the municipal limits of the Town of Smithfield, North Carolina (pursuant to Chapter 989 of the Sessions Law of North Carolina, 1967).

**Part 2** NC General Statutes require petitioners of both contiguous and satellite annexations to file a signed statement declaring whether vested rights have been established in accordance with G.S.160A-385.1 or 153A-344.1 for properties subject to the petition.

Do you declare such vested rights for the property subject to this petition? Yes

No

If yes, please submit proof that vested rights have been granted by governing board. I hereby declare that my failure to disclose existence of a vested right terminates any vested right previously acquired for this property.

**Print owner name(s) and information**

Name E&F Properties INC Phone \_\_\_\_\_

Address PO Box 1352, Smithfield NC 27577

**Print owner name(s) and information**

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

**Print owner name(s) and information**

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Received by the Town of Smithfield, North Carolina, this 19th day of August, 2025, at a Council meeting duly held.

*Clara Apple, Town Clerk*

In witness whereof, E & F Properties INC an owner or partnership, caused this instrument to be executed in its name by a member/manager pursuant to authority duly given, this 28 day of July, 2025.

Name of Owner or Partnership: E & F Properties INC  
(Printed Name)

Signature of Owner or Partnership: Olivia B Holding  
(Signature)

In witness whereof, \_\_\_\_\_ an owner or partnership, caused this instrument to be executed in its name by a member/manager pursuant to authority duly given, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Name of Owner or Partnership: \_\_\_\_\_  
(Printed Name)

Signature of Owner or Partnership: \_\_\_\_\_  
(Signature)

In witness whereof, \_\_\_\_\_ a partnership, caused this instrument to be executed in its name by a member/manager pursuant to authority duly given, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Name of Owner or Partnership: \_\_\_\_\_  
(Printed Name)

Signature of Owner or Partnership: \_\_\_\_\_  
(Signature)

STATE OF NORTH CAROLINA  
COUNTY OF JOHNSTON

I, Anita C. Mitchell, a Notary Public in and for said County and State, do hereby certify that

Olivia B Holding (Owner/Applicant) personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and notarial seal, this the 30<sup>th</sup> day of July, 2025.

Notary: Anita C. Mitchell  
(Printed Name)  
Anita C. Mitchell  
(Signature)



County of Commission: Johnston  
Commission Expires: 8-8-2029

(SEAL)

**TOWN OF SMITHFIELD - RESOLUTION NO. 787 (26-2025)**  
**DIRECTING THE CLERK TO INVESTIGATE A PEITION**  
**RECEIVED UNDER G.S. 160A-31**

**WHEREAS**, a petition requesting annexation of the area described herein was received on August 19, 2025 by the Smithfield Town Council; and

**WHEREAS**, G.S. 160A-31 provides that the sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings may take place; and

**WHEREAS**, the Smithfield Town Council deems it advisable to proceed in response to this request for annexation;

**NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF SMITHFIELD THAT:**

The Town Clerk is hereby directed to investigate the sufficiency of the above-described petition and to certify as soon as possible to the Town Council the result of her investigation.

\_\_\_\_\_  
M. Andy Moore, Mayor

ATTEST:

\_\_\_\_\_  
Elaine Andrews, Town Clerk

**Certification of Sufficiency**  
**Contiguous Annexation ANX-25-04**

To the Town Council of the Town of Smithfield, North Carolina:

I, Elaine S. Andrews, Town Clerk, do hereby certify that I have investigated the attached petition and hereby make the following findings:

- a. The petition contains an adequate property description of the area proposed for annexation.  
Attached hereto are the metes and bounds for the property.
- b. The area described in the petition is contiguous to the Town of Smithfield primary corporate limits, as defined by GS 130A-31.  
Attached hereto is a map showing property is contiguous to the Town of Smithfield's corporate limits.
- c. The petition is signed by and includes address of all owners of real property lying in the area described therein  
Attached hereto is the annexation petition and map from Johnston County GIS showing the addresses on the petition and addresses of the property owners are the same.

In witness whereof, I have herunto set my hand and affixed the seal of the Town of Smithfield this the 2<sup>nd</sup> day September 2025.



Elaine S. Andrews, Town Clerk

E & F Properties Inc.  
Wilson's Mills Tract 498 Acres  
Legal Description

Commencing at a point, said point being a computed point at the northeastern corner of the E & F Properties Inc. property (PN 17K08039A) located along the western right-of-way of Wilson's Mills Road (SR 1913) in Wilson's Mills Township, Johnston County, North Carolina and recorded in Deed Book 4377 Page 880, Johnston County Registry. Said point further described as the southeastern corner of the Kendall L. Beasley (PN 17K08034B) as recorded in Deed Book 4596 Page 54 and the **POINT OF BEGINNING**. Thence S 05°19'31" E a distance of 481.93 feet to a computed point. Thence S 05°19'31" E a distance of 60.49 feet to a computed point. Thence S 05°19'31" E a distance of 280.70 feet to a computed point. Thence S 04°50'24" E a distance of 346.94 feet to an iron pipe found. Thence S 87°16'00" W a distance of 333.31 feet to a computed point. Thence N 46°44'00" W a distance of 437.75 feet to a computed point. Thence S 87°16'00" W a distance of 255.56 feet to a computed point. Thence S 08°01'38" W a distance of 85.26 feet to a computed point. Thence with a curve turning to the right with an arc length of 129.82 feet, with a radius of 555.00 feet, with a chord bearing of S 14°43'41" W, with a chord length of 129.52 feet to a computed point. Thence S 04°44'00" E a distance of 855.16 feet to a computed point. Thence N 80°16'29" W a distance of 913.33 feet to a computed point. Thence N 88°21'00" W a distance of 56.92 feet to a computed point. Thence with a curve turning to the right with an arc length of 117.92 feet, with a radius of 730.00 feet, with a chord bearing of N 83°43'20" W, with a chord length of 117.79 feet to a computed point. Thence N 79°05'41" W a distance of 1413.95 feet to a computed point. Thence with a curve turning to the left with an arc length of 66.41 feet, with a radius of 35.00 feet, with a chord bearing of S 46°32'46" W, with a chord length of 56.89 feet to a computed point. Thence S 07°48'47" E a distance of 705.69 feet to a computed point. Thence S 12°27'40" W a distance of 117.99 feet to a computed point. Thence S 62°30'21" W a distance of 47.91 feet to a computed point. Thence S 07°45'18" W a distance of 207.45 feet to a computed point. Thence S 16°22'29" W a distance of 717.17 feet to a computed point. Thence S 04°14'52" E a distance of 1825.32 feet to a point along the run of Little Poplar Creek. Thence along the run of Little Poplar Creek in a northwesterly direction the following bearings and distances: N 80°46'18" W a distance of 51.29 feet to a point; N 11°06'21" W a distance of 68.82 feet to a point; S 87°20'52" W a distance of 34.06 feet to a point; S 03°25'05" W a distance of 36.80 feet to a point; S 32°10'46" W a distance of 46.19 feet to a point; S 81°41'57" W a distance of 66.71 feet to a point; S 43°44'56" W a distance of 44.20 feet to a point; N 70°14'08" W a distance of 163.04 feet to a point; S 37°15'24" W a distance of 94.73

feet to a point; N 43°28'48" W a distance of 148.81 feet to a point; N 01°13'41" W a distance of 52.50 feet to a point; N 56°56'09" W a distance of 161.89 feet to a point; N 69°50'16" W a distance of 267.35 feet to a point; N 66°31'05" E a distance of 59.90 feet to a point; N 27°48'27" W a distance of 44.92 feet to a point; N 62°44'50" W a distance of 85.93 feet to a point; S 67°27'03" W a distance of 100.77 feet to a point; S 16°51'42" W a distance of 64.80 feet to a point; N 56°41'22" W a distance of 148.33 feet to a point; N 19°56'26" E a distance of 45.14 feet to a point; N 64°17'42" W a distance of 65.98 feet to a point; S 86°27'26" W a distance of 122.65 feet to a point; N 56°52'22" W a distance of 255.94 feet to a point; N 81°07'27" W a distance of 147.85 feet to a point; S 47°02'19" W a distance of 59.08 feet to a point; N 61°15'41" W a distance of 49.20 feet to a point; S 80°52'09" W a distance of 72.20 feet to a point; S 48°18'24" W a distance of 51.06 feet to a point; N 78°59'36" W a distance of 69.68 feet to a point; N 43°27'33" W a distance of 150.88 feet to a point; S 52°00'36" W a distance of 78.20 feet to a point; N 30°51'12" W a distance of 167.89 feet to a point; S 58°37'49" W a distance of 81.39 feet to a point; N 10°52'43" E a distance of 83.62 feet to a point; N 21°11'41" W a distance of 63.65 feet to a point; S 89°50'44" W a distance of 56.24 feet to a point; N 33°57'06" W a distance of 82.22 feet to a point; S 47°50'04" W a distance of 109.54 feet to a point; S 85°59'54" W a distance of 68.34 feet to a point; N 19°14'56" W a distance of 92.28 feet to a point; N 07°29'26" W a distance of 101.10 feet to a point; N 49°45'01" W a distance of 128.95 feet to a point; N 39°50'46" W a distance of 95.24 feet to a point; N 67°20'17" W a distance of 106.33 feet to a point; N 22°14'12" W a distance of 32.19 feet to a point; N 79°17'11" E a distance of 64.98 feet to a point; N 07°22'00" E a distance of 127.78 feet to a point; N 55°18'48" W a distance of 60.31 feet to a point; S 70°05'46" W a distance of 118.82 feet to a point; N 33°58'07" W a distance of 134.40 feet to a point; N 09°46'08" E a distance of 43.21 feet to a point; N 38°26'07" W a distance of 178.22 feet to a point; N 16°23'14" W a distance of 53.92 feet to a point; N 44°08'31" E a distance of 171.79 feet to a point; N 43°57'20" W a distance of 198.29 feet to a point; N 17°46'56" W a distance of 90.30 feet to a point. Thence leaving the run of Little Poplar Creek along the run of Poplar Creek the following bearings and distances: N 78°34'46" E a distance of 72.20 feet to a point; N 30°00'44" E a distance of 101.76 feet to a point; S 87°50'06" E a distance of 146.78 feet to a point; S 48°34'47" E a distance of 138.45 feet to a point; N 49°26'24" E a distance of 157.59 feet to a point; N 14°34'31" W a distance of 138.11 feet to a point; N 16°30'09" E a distance of 152.27 feet to a point; N 06°21'11" W a distance of 81.79 feet to a point; N 33°41'56" W a distance of 67.35 feet to a point; N 09°00'49" E a distance of 111.62 feet to a point; N 46°37'26" W a distance of 64.76 feet to a point; N 33°29'09" E a distance of 62.31 feet to a point; N 45°46'01" W a distance of 83.64 feet to a point; N 13°05'06" W a distance of 131.51 feet to a point; N 20°21'14" E a distance of 53.24 feet to a point; N 63°12'29" E a distance of 151.94 feet to a point; N 42°27'56" W a distance of 110.53 feet to a point; N 68°08'16" W a distance of 251.32 feet to a point. N 07°09'24" E a distance of 166.40 feet to a point; N 54°42'11" W a distance of 225.15 feet to a

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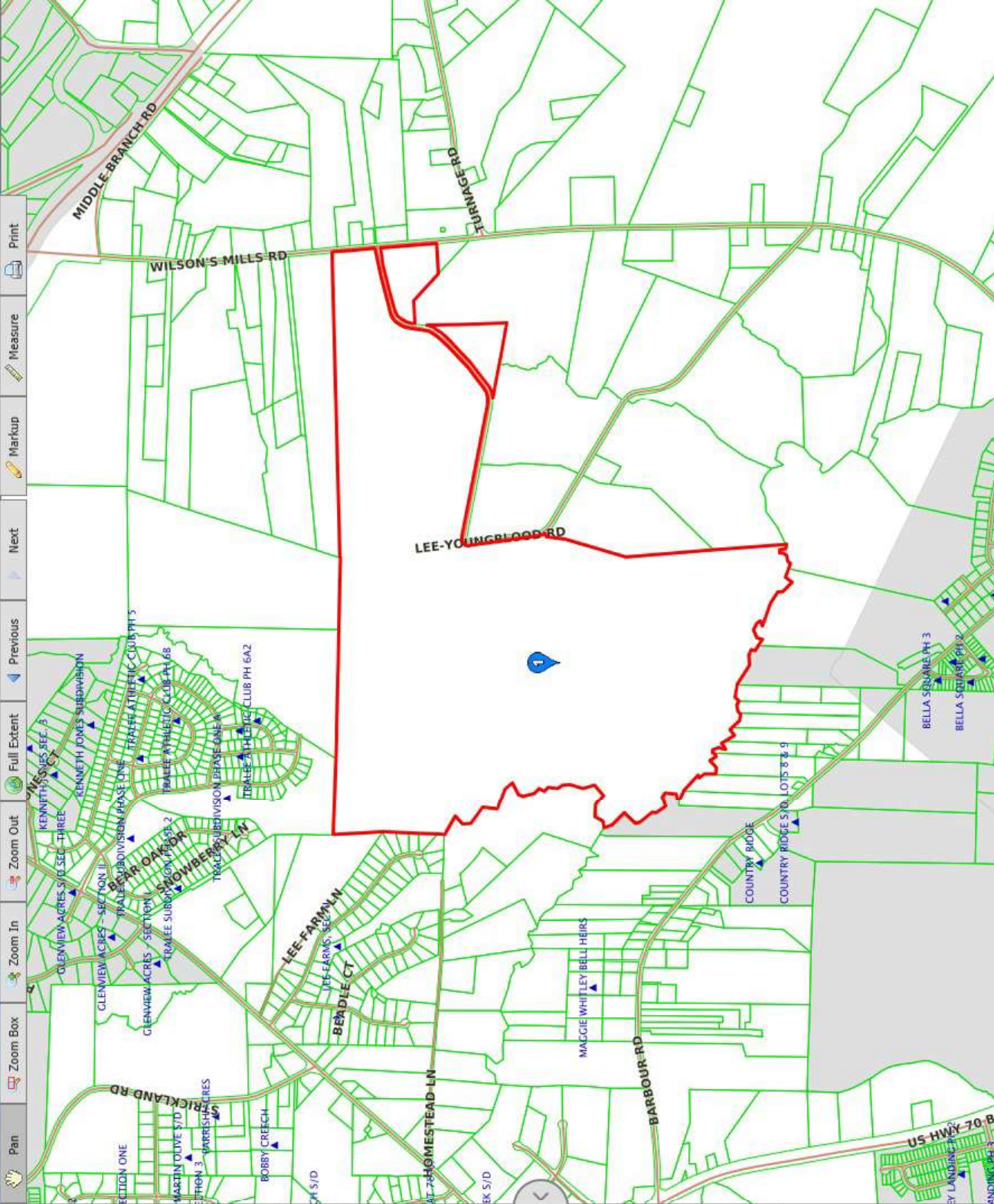
Locate: Tax Number 17K08039A Submit




Address Information

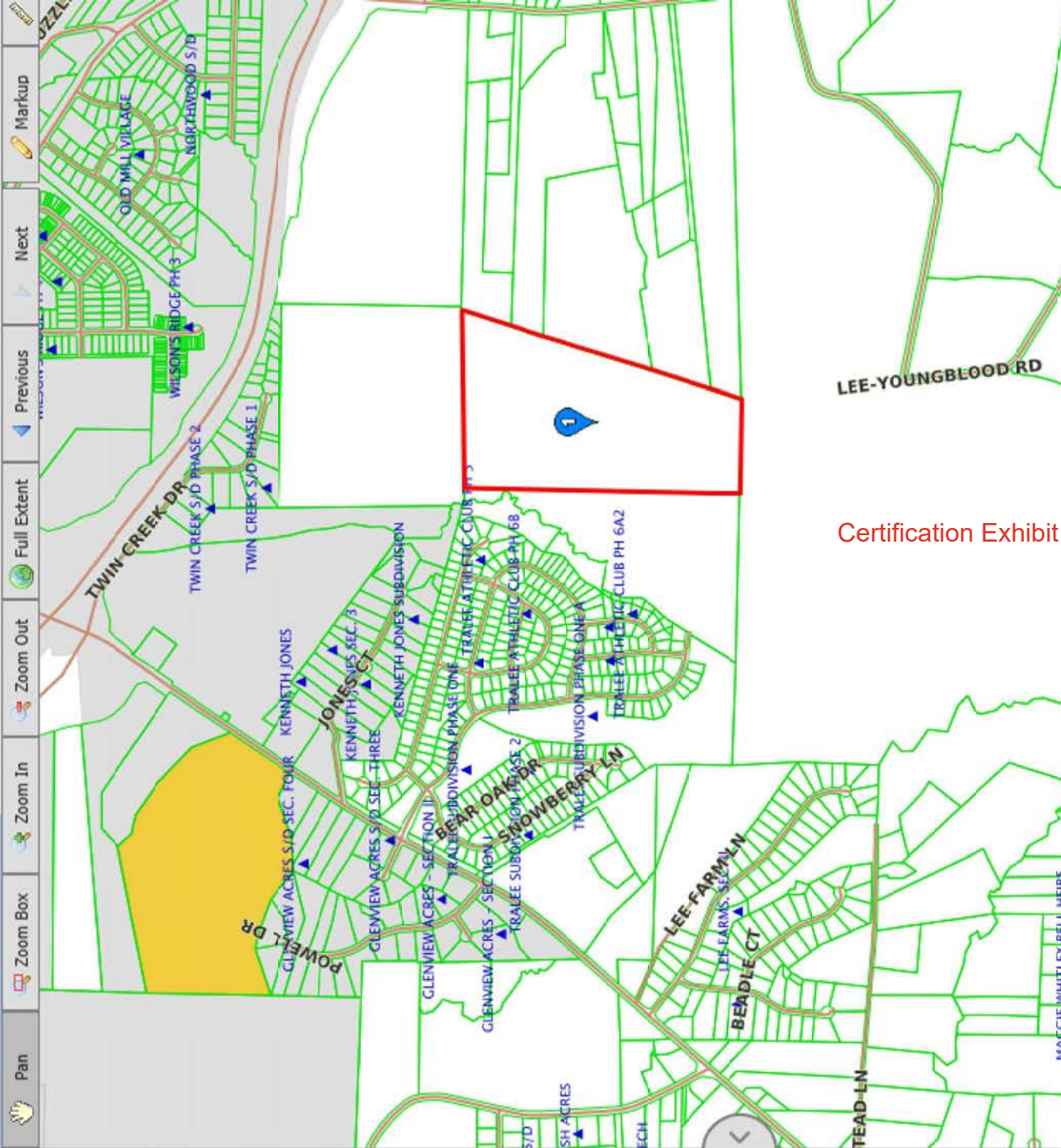
Mailing and Site Address fields are pulled from other parcel addresses, please contact:

Mailing Address: Johnston County Tax at 919-989-5130  
Site Address: Johnston County Planning at 919-989-5150

Results for item #1	
id	17K08039A
Tag	17K08039A
NCPin	168500-97-7612
Mapsheet No	1685
Owner Name 1	E & F PROPERTIES INC
Owner Name 2	
Mail Address 1	
Mail Address 2	PO BOX 1352
Mail Address 3	SMITHFIELD, NC 27577-0000
Site Address 1	2917 WILSON'S MILLS RD
Site Address 2	SMITHFIELD, NC 27577-
Book	04377
Page	0880
Market Value	5298270
Assessed Acreage	431.460
Calc. Acreage	430.610
Sales Price	0
Sale Date	2013-11-07



   Results for item #1	
id	17K08032
Tag	17K08032
NCPIN	169600-11-0117
Mapsheet No	1696
Owner Name 1	E&F PROPERTIES INC
Owner Name 2	
Mail Address 1	
Mail Address 2	PO BOX 1352
Mail Address 3	SMITHFIELD, NC 27577-1352
Site Address 1	
Site Address 2	
Book	04390
Page	0928
Market Value	696810
Assessed Acreage	64.540
Calc. Acreage	64.530
Sales Price	83000
Sale Date	2013-12-11



## Certification Exhibit B



10-2017

**BUSINESS CORPORATION ANNUAL REPORT**NAME OF BUSINESS CORPORATION: E & F Properties, Inc.SECRETARY OF STATE ID NUMBER: 0738013 STATE OF FORMATION: NCREPORT FOR THE FISCAL YEAR END: 12/31/2024

Filing Office Use Only

E - Filed Annual Report  
0738013  
CA202507002166  
3/11/2025 10:50☐ Changes**SECTION A: REGISTERED AGENT'S INFORMATION**1. NAME OF REGISTERED AGENT: Olivia B. Holding

2. SIGNATURE OF THE NEW REGISTERED AGENT: \_\_\_\_\_

SIGNATURE CONSTITUTES CONSENT TO THE APPOINTMENT

3. REGISTERED AGENT OFFICE STREET ADDRESS &amp; COUNTY 4. REGISTERED AGENT OFFICE MAILING ADDRESS

409 East Market StreetP.O. Box 1352Smithfield, NC 27577 Johnston CountySmithfield, NC 27577**SECTION B: PRINCIPAL OFFICE INFORMATION**1. DESCRIPTION OF NATURE OF BUSINESS: Farming2. PRINCIPAL OFFICE PHONE NUMBER: (919) 989-32813. PRINCIPAL OFFICE EMAIL: Privacy Redaction

4. PRINCIPAL OFFICE STREET ADDRESS

5. PRINCIPAL OFFICE MAILING ADDRESS

409 East Market StreetP O Box 1352Smithfield, NC 27577Smithfield, NC 27577

6. Select one of the following if applicable. (Optional see instructions)

☐

The company is a veteran-owned small business

☐

The company is a service-disabled veteran-owned small business

**SECTION C: OFFICERS** (Enter additional officers in Section E.)NAME: Olivia B. HoldingNAME: Hope H. BryantNAME: Judith A MurrayTITLE: PresidentTITLE: Vice PresidentTITLE: Secretary

ADDRESS: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

P O Box 1352P O Box 1352PO Box 1352Smithfield, NC 27577Smithfield, NC 27577Smithfield, NC 27577**SECTION D: CERTIFICATION OF ANNUAL REPORT.** Section D must be completed in its entirety by a person/business entity.Judith A Murray3/11/2025

SIGNATURE

DATE

Form must be signed by an officer listed under Section C of this form.

Judith A MurraySecretary

Print or Type Name of Officer

Print or Type Title of Officer

This Annual Report has been filed electronically.

MAIL TO: Secretary of State, Business Registration Division, Post Office Box 29525, Raleigh, NC 27626-0525

## ANX-25-04 Bellamy



**File Number:**  
ANX-25-04

**Project Name:**  
Bellamy

**Location:**  
West of Wilson's Mills  
Rd. and along Lee-  
Youngblood Rd.

**Tax ID#:**  
17K08039A, 17K08032

**Existing Zoning:**  
R-20A/AG

**Property Owner:**  
E&F Properties Inc.

**Applicant:**  
Rock Tower Partners,  
LLC

**City or ETJ:**  
ETJ





**TOWN OF SMITHFIELD**

**RESOLUTION 786 (25-2025)**  
**FIXING THE DATE OF PUBLIC HEARING ON QUESTION OF ANNEXATION**  
**PURSUANT TO NC G.S. 160A-31**

**WHEREAS**, a petition requesting annexation of the area described herein has been received; and

**WHEREAS**, the Town Council by Resolution No. 784 (23-2025) directed the Town Clerk to investigate the sufficiency of the petition; and

**WHEREAS**, certification by the Town Clerk as to the sufficiency of the petition has been made;

**NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF SMITHFIELD THAT:**

Section 1. A public hearing on the question of annexation of the area described herein will be held in the Council Chambers of the Town hall located at 350 East Market Street, Smithfield North Carolina at 7:00 pm on September 16, 2025.

Section 2, The area proposed for annexation is described as follows:

Commencing at a point, said point being a computed point at the northeastern corner of the E & F Properties Inc. property (PN 17K08039A) located along the western right-of-way of Wilson's Mills Road (SR 1913) in Wilson's Mills Township, Johnston County, North Carolina and recorded in Deed Book 4377 Page 880, Johnston County Registry. Said point further described as the southeastern corner of the Kendall L. Beasley (PN 17K08034B) as recorded in Deed Book 4596 Page 54 and the **POINT OF BEGINNING**. Thence S 05°19'31" E a distance of 481.93 feet to a computed point. Thence S 05°19'31" E a distance of 60.49 feet to a computed point. Thence S 05°19'31" E a distance of 280.70 feet to a computed point. Thence S 04°50'24" E a distance of 346.94 feet to an iron pipe found. Thence S 87°16'00" W a distance of 333.31 feet to a computed point. Thence N 46°44'00" W a distance of 437.75 feet to a computed point. Thence S 87°16'00" W a distance of 255.56 feet to a computed point. Thence S 08°01'38" W a distance of 85.26 feet to a computed point. Thence with a curve turning to the right with an arc length of 129.82 feet, with a radius of 555.00 feet, with a chord bearing of S 14°43'41" W, with a chord length of 129.52 feet to a computed point. Thence S 04°44'00" E a distance of 855.16 feet to a computed point. Thence N 80°16'29" W a distance of 913.33 feet to a computed point. Thence N 88°21'00" W a distance of 56.92 feet to a computed point. Thence with a curve turning to the right with an arc length of 117.92 feet, with a radius of 730.00 feet, with a chord bearing of N 83°43'20" W, with a chord length of 117.79 feet to a computed point. Thence N 79°05'41" W a distance of 1413.95 feet to a computed point. Thence with a curve turning to the left with an arc length of 66.41 feet, with a radius of 35.00 feet, with a chord bearing of S 46°32'46" W, with a chord length of 56.89 feet to a computed point. Thence S 07°48'47" E a distance of 705.69 feet to a computed point. Thence S 12°27'40" W a distance of 117.99 feet to a computed point. Thence S 62°30'21" W a distance of 47.91 feet to a computed point. Thence S 07°45'18" W a distance of 207.45 feet to a computed point. Thence S 16°22'29" W a distance of 717.17 feet to a computed point. Thence S 04°14'52" E a distance of 1825.32 feet to a point along the run of Little Poplar Creek. Thence along the run of Little Poplar Creek in a northwesterly direction the following bearings and distances: N 80°46'18" W a

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Section 3. Notice of the public hearing shall be published once in the Johnstonian News, a newspaper having general circulation in the Town of Smithfield, at least ten (10) days prior to the date of the public hearing.

Adopted this 2<sup>nd</sup> day of September, 2025.

\_\_\_\_\_  
M. Andy Moore, Mayor

ATTEST:

Attest:

\_\_\_\_\_  
Elaine Andrews, Town Clerk





# Request for Town Council Action

**Consent  
Agenda  
Item:** **Application  
for  
Temporary  
Use Permit**  
**Date:** 09/02/2025

---

**Subject:** Bulldog Harley-Davidson  
**Department:** Planning Department  
**Presented by:** Planning Director – Stephen Wensman  
**Presentation:** Consent Agenda Item

---

## Issue Statement

The Council is being asked to allow Bulldog Harley-Davidson to hold a Bulldog Beard Contest on September 6th, 2025.

## Financial Impact

None.

## Action Needed

Council approval of the Temporary Use Permit Application

## Recommendation

Staff recommends approval of the Temporary Use Permit Application

Approved: ☒ Town Manager ☐ Town Attorney

## Attachments:

1. Staff Report
2. Temporary Use Permit Application
3. Map of Area



# Staff Report

**Consent  
Agenda  
Item:** **Application  
for  
Temporary  
Use Permit**

---

Bulldog Harley-Davidson is requesting to hold a Bulldog Beard Contest at 1043 Outlet Center Drive on September 6th, 2025. This event will run from 11:00 am-4:00 pm. Tasty Turkey-Que food truck will be on-site to sell food. Two beers will be given away to customers age 21 and older and live music will be provided between 12:00 pm-3:00 pm.



## Temporary Use Permit Application

Completed applications must be submitted at least 6 weeks prior to the event by emailing Julie Edmonds at [julie.edmonds@smithfield-nc.com](mailto:julie.edmonds@smithfield-nc.com) or by dropping them off in the Town of Smithfield Planning Department. All applicants should read the following pages before completing all sections required. Incomplete applications may increase the permit processing time. All required information must be submitted along with this application in order for it to be processed. If a person other than the property owner signs this application, a notarized written authorization from the property owner must be attached.

### TYPES OF TEMP USE OR EVENT

- ☒ Special Event
- ☐ Town recognized event \_\_\_\_\_
- ☐ Over 100 people in attendance
- ☒ Live Band or Amplified Sound live music
- ☐ Requires closure or blockage of Town Street
- ☒ Involves Food Trucks
- ☐ Requires Security (potential safety, security concerns)
- ☐ Involves structures larger than 200 square feet and canopies larger than 400 square
- ☐ Involves Town Park property (Call 919-934-2148)
- ☐ Involves Fireworks (Contact Smithfield Fire Department 919-934-2468)

### OTHER TEMP USES

- ☐ Modular Office Units
- ☐ Emergency, construction and repair residence
- ☐ Temporary storage facility (portable storage unit)
- ☐ Sale of agricultural products grown off-site
- ☐ Sale of Fireworks
- ☐ Other (please describe) \_\_\_\_\_

Bulldog Beans Contest  
Name of Event

1043 Outlet Center Dr Smithfield, NC 27577  
Location of Event/Use (exact street address)

### APPLICANT:

Name Michelle Winn  
Address 1043 Outlet Center Dr  
Phone number 919-938-1592  
Email address Michelle@bulldogharleydavidson.com  
Event date Sept 6th

### PROPERTY OWNER:

Name Carson Baker  
Address 1508 Hope Mills Rd, Fayetteville, NC 28304  
Phone number 9107348504  
Email address Carson@bulldogharleydavidson.com

Will alcohol be sold or served? Y or N  
(If yes, please supply an ABC Permit)

Will food or goods be sold? Y or N

Event start and end time 11AM - 4PM  
Event set up and clean up time 8AM - 4PM  
Sound Amplification Type live music  
Sound Amplification Start and End Times 12AM - 3PM

# Food Trucks (if applicable) 1 (Each Food Truck Requires Certificate of Inspections by Johnston County)

Environmental Health Department, Proof of Insurance, A Copy of the Vehicle or Trailer Registration and/or ABC Permit, if applicable and must be submitted with this application).

Security agency name & phone, if applicable: N/A  
(If using Smithfield Police, applicant must contact the PD to schedule security.)

**Tasty Turkey-Que**

### OWNERS AUTHORIZATION

I hereby give CONSENT to Bulldog HD (type, stamp or print clearly full name of agent) to act on my behalf, to submit or have submitted this application and all required material and documents, and to attend and represent me at all meetings and public hearings pertaining to the application(s) indicated above. Furthermore, I hereby give consent to the party designated above to agree to all terms and conditions which may arise as part of the approval of this application.

I hereby certify I have full knowledge the property I have an ownership interest in the subject of this application. I understand that any false, inaccurate or incomplete information provided by me or my agent will result in the denial, revocation or administrative withdrawal of this application, request, approval or permits. I acknowledge that additional information may be required to process this application. I further consent to the Town of Smithfield to publish, copy or reproduce any copyrighted document submitted as a part of this application for any third party. I further agree to all terms and conditions, which may be imposed as part of the approval of this application.

Property Owners Name (print) CFB Powersports, LLC  
Address 1043 Outlet Center Dr. Zip 27577  
Phone Number 919-938-1592 Email carson@bulldogharleydavidson.com  
Signature: [Signature] Date: 7/25/25

### OWNER'S CONSENT FORM

Name of Event: Beard Contest Submittal Date: 7/25/25

### OWNERS AUTHORIZATION

I hereby give CONSENT to Bulldog HD (type, stamp or print clearly full name of agent) to act on my behalf, to submit or have submitted this application and all required material and documents, and to attend and represent me at all meetings and public hearings pertaining to the application(s) indicated above. Furthermore, I hereby give consent to the party designated above to agree to all terms and conditions which may arise as part of the approval of this application.

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Signature of Owner: [Signature] Print Name: Carson Baker Date: 7/25/25



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
08/05/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Next First Insurance Agency, Inc. PO Box 60787 Palo Alto, CA 94306	<b>CONTACT NAME:</b>	
	<b>PHONE (A/C, No, Ext):</b> (855) 222-5919	<b>FAX (A/C, No):</b>
<b>INSURED</b> Golden walk 5959 Triangle Town Blvd Raleigh, NC 27616	<b>E-MAIL ADDRESS:</b> support@nextinsurance.com	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
	<b>INSURER A:</b> Next Insurance US Company	
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
<b>INSURER E:</b>		
<b>INSURER F:</b>		

<b>COVERAGES</b>	<b>CERTIFICATE NUMBER:</b> 862586756	<b>REVISION NUMBER:</b>
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.		

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X	NXTRTXRPJT-00-GL	05/12/2025	05/12/2026	EACH OCCURRENCE \$1,000,000.00
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000.00					
	MED EXP (Any one person) \$10,000.00					
	PERSONAL & ADV INJURY \$1,000,000.00					
						GENERAL AGGREGATE \$1,000,000.00
						PRODUCTS - COMPROP AGG \$1,000,000.00
						\$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$
						BODILY INJURY (Per person) \$
						BODILY INJURY (Per accident) \$
						PROPERTY DAMAGE (Per accident) \$
						\$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <b>DED</b> <input type="checkbox"/> <b>RETENTION \$</b> <input type="checkbox"/>					EACH OCCURRENCE \$
						AGGREGATE \$
						\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
						E.L. EACH ACCIDENT \$
						E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Certificate Holder is Bulldog Harley-Davidson. This Certificate Holder is an Additional Insured on the General Liability policy per the Additional Insured Automatic Status Endorsement. General Liability coverage applies for Restaurant operations. All Certificate Holder privileges apply only if required by written agreement between the Certificate Holder and the insured, and are subject to policy terms and conditions.

<b>CERTIFICATE HOLDER</b> Bulldog Harley-Davidson 1043 Outlet Center Dr Smithfield, NC 27577	<b>LIVE CERTIFICATE</b>  <a href="#">Click or scan to view</a>	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  <b>AUTHORIZED REPRESENTATIVE</b> 
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# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
12/02/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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<b>PRODUCER</b> BIBERK P.O. Box 113247 Stamford, CT 06911	<b>CONTACT NAME:</b>	
	<b>PHONE (A/C, No, Ext):</b> 844-472-0967	<b>FAX (A/C, No):</b> 203-654-3613
<b>INSURED</b> The Tasty Turkey-Que  1530 Woodfield Creek Dr Apt 105 Wake Forest, NC 27587-4758	<b>E-MAIL ADDRESS:</b> customerservice@biBERK.com	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
	<b>INSURER A:</b> Berkshire Hathaway Direct Insurance Company	
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
<b>INSURER E:</b>		
<b>INSURER F:</b>		


**COVERAGES**      **CERTIFICATE NUMBER:**      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b>		N9BP469764	11/19/2024	11/19/2025	<b>EACH OCCURRENCE</b> \$ 2,000,000
	<input type="checkbox"/> <b>CLAIMS-MADE</b> <input checked="" type="checkbox"/> <b>OCCUR</b>					<b>DAMAGE TO RENTED PREMISES (Ea occurrence)</b> \$ 50,000
						<b>MED EXP (Any one person)</b> \$ 5,000
						<b>PERSONAL &amp; ADV INJURY</b> \$ Included
	<b>GEN'L AGGREGATE LIMIT APPLIES PER:</b>					<b>GENERAL AGGREGATE</b> \$ 4,000,000
	<input type="checkbox"/> <b>POLICY</b> <input type="checkbox"/> <b>PRO-JECT</b> <input type="checkbox"/> <b>LOC</b>					<b>PRODUCTS - COMP/OP AGG</b> \$ 4,000,000
	<input checked="" type="checkbox"/> <b>OTHER:</b>					\$
		<b>AUTOMOBILE LIABILITY</b>				
	<input type="checkbox"/> <b>ANY AUTO</b>					<b>BODILY INJURY (Per person)</b> \$
	<input type="checkbox"/> <b>OWNED AUTOS ONLY</b> <input type="checkbox"/> <b>SCHEDULED AUTOS</b>					<b>BODILY INJURY (Per accident)</b> \$
	<input type="checkbox"/> <b>HIRED AUTOS ONLY</b> <input type="checkbox"/> <b>NON-OWNED AUTOS ONLY</b>					<b>PROPERTY DAMAGE (Per accident)</b> \$
						\$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> <b>OCCUR</b>					<b>EACH OCCURRENCE</b> \$
	<b>EXCESS LIAB</b> <input type="checkbox"/> <b>CLAIMS-MADE</b>					<b>AGGREGATE</b> \$
	<input type="checkbox"/> <b>DED</b> <input type="checkbox"/> <b>RETENTION \$</b>					\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>					<input type="checkbox"/> <b>PER STATUTE</b> <input type="checkbox"/> <b>OTH-ER</b>
	<b>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)</b> <input type="checkbox"/> <b>Y/N</b>	N/A				<b>E.L. EACH ACCIDENT</b> \$
	<b>If yes, describe under DESCRIPTION OF OPERATIONS below</b>					<b>E.L. DISEASE - EA EMPLOYEE</b> \$
	<b>Professional Liability (Errors &amp; Omissions): Claims-Made</b>					<b>E.L. DISEASE - POLICY LIMIT</b> \$
						<b>Per Occurrence/Aggregate</b>

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

NC State Fair is listed as additional insured as it pertains to general liability.

<b>CERTIFICATE HOLDER</b>	<b>CANCELLATION</b>
The Tasty Turkey-Que 1530 Woodfield Creek Dr Apt 105 Wake Forest, NC 27587	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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N.C. Department of Health and Human Services  
Division of Public Health  
Environmental Health Section

☒ PERMIT ☐ TRANSITIONAL PERMIT

Date: 10/03/2023

Name of Establishment: The Tasty Turkey Que  
Location Address: 1530 WOODFIELD CREEK DR  
City: WAKE FOREST State: NC Zip: 27587  
Billing Name: The Tasty Turkey Que, LLC  
Billing Address: 2411 E Milbrook RD 106  
City: Raleigh State: NC Zip: 27604  
Email Address: thetastyturkeyque@gmail.com  
Phone: (919) 437-3251 Fax: \_\_\_\_\_

Permittee: The Tasty Turkey Que, LLC  
Manager/Person in Charge: Katina Perry  
County: WAKE  
Status Code: ☒ I ☐ T ☐ K  
Establishment ID: 04092030648  
Map #: \_\_\_\_\_ Parcel ID: 0296518  
Lat. \_\_\_\_\_ Long. \_\_\_\_\_  
Emergency Phone Number: \_\_\_\_\_

Permission is granted to operate a Mobile Food Units as defined in G.S. 130A-247(1) and 130A-248, Regulation of Food and Lodging Facilities. See permit requirements in Rules. This permit is not transferable and may be revoked for failure to comply with all requirements.

Wastewater System: ☒ Municipal/Community ☐ On-Site System Capacity \_\_\_\_\_ Category # ☐ 0 ☐ 1 ☒ 2  
Water Supply: ☒ Municipal/Community ☐ On-Site Supply ☐ 3 ☐ 4  
Pushcart/Mobile Food Unit operating in conjunction with: Catering Concepts / 04092021781  
Restaurant or Commissary Name and ID Number \_\_\_\_\_

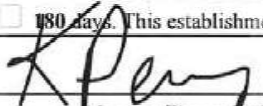

**Conditions/Remarks:**

No major menu or equipment changes without prior approval from Wake County Environmental Services. On days you operate, the MFU must report at least once to the commissary for supplies, cleaning, and servicing. All food must be cut, trimmed, and prepared for cooking in the commissary then placed in the MFU so that it is ready to cook. Canned and bottled beverages only. Store raw meat separate from and below any fruit, vegetables, or any cooked, or ready to eat food. Any bulk cooling must be done in the commissary refrigerators. Hot food must be held hot at 135F or hotter and cold food must be 41F or colder during transport and service.

☐ ATTACHMENTS

**Transitional Permit Conditions**

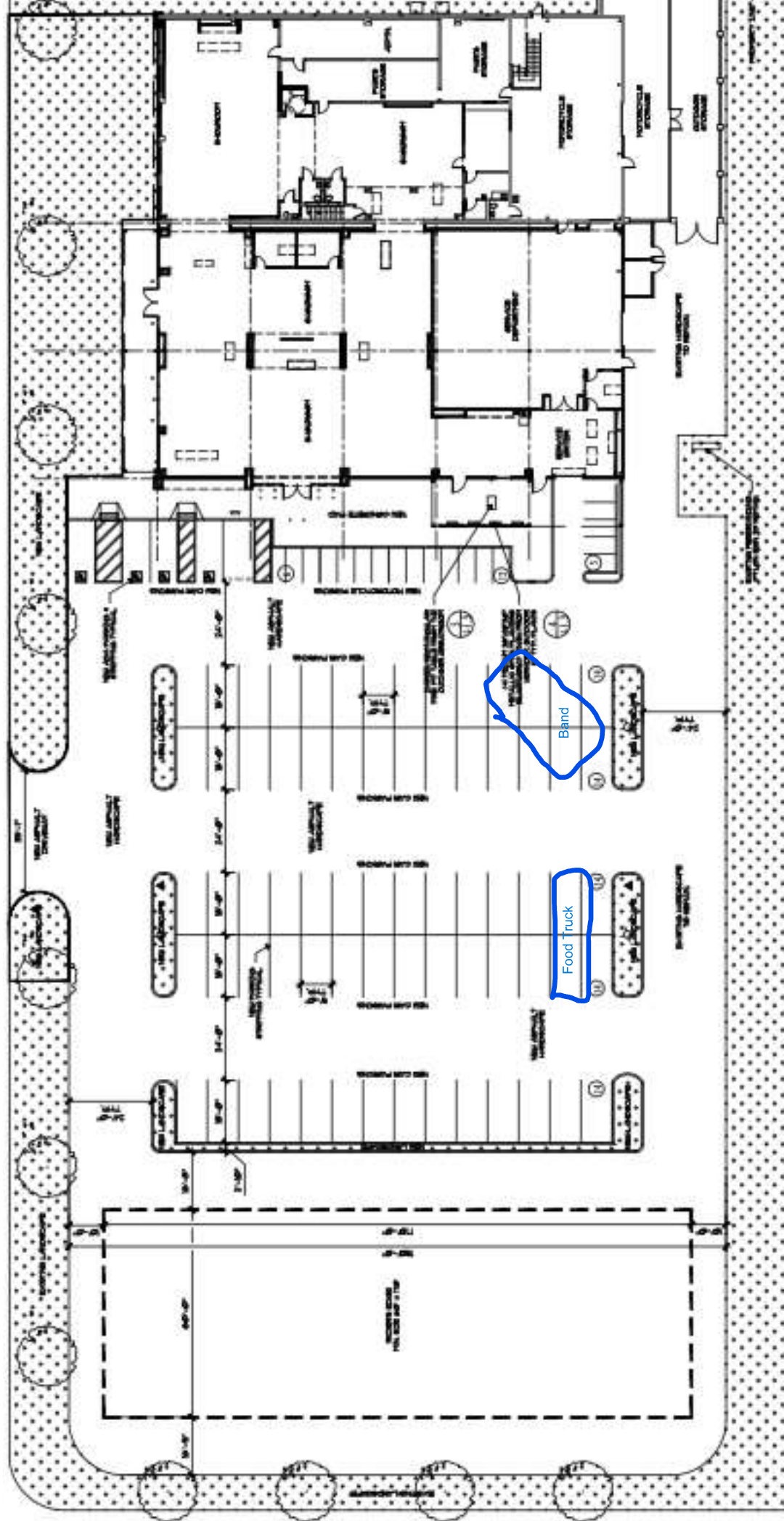
This permit shall expire on \_\_\_\_\_ and is not renewable. All non-compliant items listed herein and on attached pages (if applicable) must be completed within ☐ 90 / ☒ 180 days. This establishment must close if all noncompliant items are not corrected by the expiration date.

Received By:  Title: Owner Date: 10/03/2023  
Manager/Person in Charge  
Signed:  RS#: 2670 Date: 10/03/2023  
Division of Environmental Health

**Purpose:** General Statute 130A-248(b) states "No establishment shall commence or continue operation without a permit or transitional permit issued by the Department. The permit or transitional permit shall be issued to the owner or operator of the establishment and shall not be transferable. If the establishment is leased, the permit or transitional permit shall be issued to the lessee and shall not be transferable. If the location of an establishment changes, a new permit shall be obtained for the establishment. A permit shall be issued only when the establishment satisfies all of the requirements of the rules. The Commission shall adopt rules establishing the requirements that must be met before a transitional permit may be issued, and the period for which a transitional permit may be issued. The Department may also impose conditions on the issuance of a permit or transitional permit in accordance with rules adopted by the Commission. A permit or transitional permit shall be immediately revoked in accordance with G.S. 130A-23." Preparation: Local environmental health specialists shall issue a permit every time a change in permit status is indicated. Prepare an original and one copy for: 1. Original to be left with the owner or operator. 2. Copy for the local health department. Disposition: Please refer to Records Retention and Disposition Schedule 8.B.6., for County/District Health Departments which is published by the North Carolina Division of Archives & History. Additional forms may be ordered from: 1632 Mail Service Center, Raleigh, NC 27699-1632, (Courier 52-01-00) EHS 1341 (Revised 07/12) Environmental Health Section

# Bulldog H-D Event Map

72





# Request for Town Council Action

**Consent  
Agenda  
Item:** **Application  
for  
Temporary  
Use Permit**  
**Date:** 09/02/2025

---

**Subject:** Bulldog Harley-Davidson  
**Department:** Planning Department  
**Presented by:** Planning Director – Stephen Wensman  
**Presentation:** Consent Agenda Item

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## Issue Statement

The Council is being asked to allow Bulldog Harley-Davidson to hold a Bike Night on September 11th, 2025.

## Financial Impact

None.

## Action Needed

Council approval of the Temporary Use Permit Application

## Recommendation

Staff recommends approval of the Temporary Use Permit Application

Approved: ☒ Town Manager ☐ Town Attorney

## Attachments:

1. Staff Report
2. Temporary Use Permit Application



# Staff Report

<b>Consent Agenda Item:</b>	<b>Application for Temporary Use Permit</b>
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Bulldog Harley-Davidson is requesting to hold a Bike Night at 1043 Outlet Center Drive on September 11th, 2025. This event will run from 5:00 pm to 8:00 pm. Deevine Dogs food trailer will be on-site to sell food. Two beers will be given away to customers age 21 and older and live music will be provided between 5:00 pm-8:00 pm.



## Temporary Use Permit Application

Completed applications must be submitted at least 6 weeks prior to the event by emailing Julie Edmonds at [julie.edmonds@smithfield-nc.com](mailto:julie.edmonds@smithfield-nc.com) or by dropping them off in the Town of Smithfield Planning Department. All applicants should read the following pages before completing all sections required. Incomplete applications may increase the permit processing time. All required information must be submitted along with this application in order for it to be processed. If a person other than the property owner signs this application, a notarized written authorization from the property owner must be attached.

### TYPES OF TEMP USE OR EVENT

- ☒ Special Event  
☐ Town recognized event  
☐ Over 100 people in attendance  
☒ Live Band or Amplified Sound LIVE BAND  
☐ Requires closure or blockage of Town Street  
☒ Involves Food Trucks  
☐ Requires Security (potential safety, security concerns)  
☐ Involves structures larger than 200 square feet and canopies larger than 400 square  
☐ Involves Town Park property (Call 919-934-2148)  
☐ Involves Fireworks (Contact Smithfield Fire Department 919-934-2468)

### OTHER TEMP USES

- ☐ Modular Office Units  
☐ Emergency, construction and repair residence  
☐ Temporary storage facility (portable storage unit)  
☐ Sale of agricultural products grown off-site  
☐ Sale of Fireworks  
☐ Other (please describe) \_\_\_\_\_

Bike Night  
Name of Event

1043 Outlet Center Dr Smithfield, NC 27577  
Location of Event/Use (exact street address)

### APPLICANT:

Name Michelle Winn  
Address 1043 Outlet Center Dr  
Phone number 919-938-1592  
Email address Michelle@bulldogharleydavidson.com  
Event date Sept 11th

### PROPERTY OWNER:

Name Carson Baker  
Address 1508 Hope Mills Rd, Fayetteville, NC 28304  
Phone number 9107348504  
Email address Carson@bulldogharleydavidson.com

Event start and end time 5-8pm  
Event set up and clean up time 3pm-8pm  
Sound Amplification Type BAND  
Sound Amplification Start and End Times 5-8pm

Will alcohol be sold or served? Y or N  
(If yes, please supply an ABC Permit)

Will food or goods be sold? Y or N

# Food Trucks (if applicable) 1 (Each Food Truck Requires Certificate of Inspections by Johnston County)

Environmental Health Department, Proof of Insurance, A Copy of the Vehicle or Trailer Registration and/or ABC Permit, if applicable and must be submitted with this application).

Security agency name & phone, if applicable: N/A  
(If using Smithfield Police, applicant must contact the PD to schedule security.)

Will any town property be used (i.e., streets, parks, greenways)? No

If any town streets require closure, please list all street names. N/A

Are event trash cans needed? Y or N How many? N

**Please provide a detailed description of the proposed temporary use or special event:**

live BAND, FOOD TRUCK  
2 beers per person at event

**Temporary Use Submittal Checklist:**

1. Completed Temporary Use Permit application
2. Other documentations deemed necessary by the administrator
3. Application fee - \$100
4. Site plan, if required by the administrator

Method of Payment	Cash	Check#	Credit Card	Amount \$
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Payment Received By: \_\_\_\_\_

Date: \_\_\_\_\_

**CERTIFICATION OF APPLICANT AND/OR PROPERTY OWNER**

I hereby certify that the information contained in this application is true to the best of my knowledge and I further certify that this event/use will be conducted per all applicable local laws. I certify that I have received the attached information concerning the regulations for temporary uses. If an event, I certify that I have notified all adjoining property owners of the planned event.

Michelle Winn  
Applicant's Name (Print)

Signature

7/25/25  
Date

Town Planning Director Signature: Stephen Wen

Date: 8/13/25

### OWNERS AUTHORIZATION

I hereby give CONSENT to Bulldog HD (type, stamp or print clearly full name of agent) to act on my behalf, to submit or have submitted this application and all required material and documents, and to attend and represent me at all meetings and public hearings pertaining to the application(s) indicated above. Furthermore, I hereby give consent to the party designated above to agree to all terms and conditions which may arise as part of the approval of this application.

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Property Owners Name (print) CFB Powersports, LLC  
Address 1043 Outlet Center Dr Zip 27577  
Phone Number 919-938-1592 Email corson@bulldogharleydavidson.com  
Signature: [Signature] Date: 7/25/25

### OWNER'S CONSENT FORM

Name of Event: Bike Night Submittal Date: 7/25/25

### OWNERS AUTHORIZATION

I hereby give CONSENT to Bulldog HD (type, stamp or print clearly full name of agent) to act on my behalf, to submit or have submitted this application and all required material and documents, and to attend and represent me at all meetings and public hearings pertaining to the application(s) indicated above. Furthermore, I hereby give consent to the party designated above to agree to all terms and conditions which may arise as part of the approval of this application.

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[Signature] 77 Corson Baker 7/25/25  
Signature of Owner Print Name Date



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

07/02/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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<b>PRODUCER</b> Hiscox Inc. 5 Concourse Parkway Suite 2150 Atlanta GA, 30328	<b>CONTACT NAME:</b> <b>PHONE (A/C, No, Ext):</b> (888) 202-3007 <b>E-MAIL ADDRESS:</b> contact@hiscox.com <b>FAX (A/C, No):</b> <b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Hiscox Insurance Company Inc <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	<b>NAIC #</b> 10200
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<b>COVERAGES</b>	<b>CERTIFICATE NUMBER:</b>	<b>REVISION NUMBER:</b>
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.		

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	P102.075.631.3	07/06/2025	07/06/2026	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000					
	MED EXP (Any one person) \$ 5,000					
	PERSONAL & ADV INJURY \$ 1,000,000					
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:					GENERAL AGGREGATE \$ 2,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:					PRODUCTS - COMP/OP AGG \$ 2,000,000
	<input type="checkbox"/> OTHER:					\$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$					BODILY INJURY (Per person) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$					PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$					\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	N/A			PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
						E.L. EACH ACCIDENT \$
						E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER**GI ETS Regency Woods II LLC  
GI Property Management Embarcadero  
Suite 3200  
San Francisco, CA 94111**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



# CERTIFICATE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY)  
07/02/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

<b>PRODUCER</b> Hiscox Inc. 5 Concourse Parkway Suite 2150 Atlanta GA, 30328	<b>CONTACT NAME:</b>		
	<b>PHONE (A/C, No, Ext):</b> 844-357-0403	<b>FAX (A/C, No):</b>	
	<b>E-MAIL ADDRESS:</b> contact@hiscox.com		
	<b>PRODUCER CUSTOMER ID:</b>		
<b>INSURED</b> Deevine Dogs LLC 9316 Carley Cir Garner, NC 27529	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A:</b> Hiscox Insurance Company Inc.		10200
	<b>INSURER B:</b>		
	<b>INSURER C:</b>		
	<b>INSURER D:</b>		
	<b>INSURER E:</b>		
		<b>INSURER F:</b>	

**COVERAGES**      **CERTIFICATE NUMBER:**      **REVISION NUMBER:**

LOCATION OF PREMISES / DESCRIPTION OF PROPERTY (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE		POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	COVERED PROPERTY	LIMITS
A	<input type="checkbox"/> PROPERTY		P102.075.631.3	07/06/2025	07/06/2026	<input type="checkbox"/> BUILDING	\$
	<input type="checkbox"/> CAUSES OF LOSS	<input type="checkbox"/> DEDUCTIBLES				<input checked="" type="checkbox"/> PERSONAL PROPERTY	\$ 5,000
	<input type="checkbox"/> BASIC	<input type="checkbox"/> BUILDING				<input type="checkbox"/> BUSINESS INCOME	\$
	<input type="checkbox"/> BROAD	<input type="checkbox"/> CONTENTS				<input type="checkbox"/> EXTRA EXPENSE	\$
	<input checked="" type="checkbox"/> SPECIAL	<input type="checkbox"/> \$ 500				<input type="checkbox"/> RENTAL VALUE	\$
	<input type="checkbox"/> EARTHQUAKE					<input type="checkbox"/> BLANKET BUILDING	\$
	<input type="checkbox"/> WIND					<input type="checkbox"/> BLANKET PERS PROP	\$
	<input type="checkbox"/> FLOOD					<input type="checkbox"/> BLANKET BLDG & PP	\$
							\$
							\$
	<input type="checkbox"/> INLAND MARINE	TYPE OF POLICY					\$
	<input type="checkbox"/> CAUSES OF LOSS						\$
	<input type="checkbox"/> NAMED PERILS	POLICY NUMBER					\$
							\$
	<input type="checkbox"/> CRIME						\$
	<input type="checkbox"/> TYPE OF POLICY						\$
							\$
							\$
	<input type="checkbox"/> BOILER & MACHINERY / EQUIPMENT BREAKDOWN						\$
							\$
							\$
							\$

SPECIAL CONDITIONS / OTHER COVERAGES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

## CERTIFICATE HOLDER

GI ETS Regency Woods II LLC  
GI Property Management Embarcadero  
Suite 3200  
San Francisco, CA 94111

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Jeffrey Boyd*

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# Food Establishment Inspection Report

Score: 100

Establishment Name: DEEVINE DOGS

Establishment ID: 4051031810

Location Address: 9316 CARLEY CIRCLE

City: GARNER State: North Carolina

Zip: 27529 County: 51 Johnston

Permittee: DEEVINE DOGS, LLC

Telephone: (718) 581-7456

☒ Inspection ☐ Re-Inspection ☐ Educational Visit

Wastewater System:

☒ Municipal/Community ☐ On-Site System

Water Supply:

☒ Municipal/Community ☐ On-Site Supply

Date: 05/12/2025

Status Code: A

Time In: 12:30 PM

Time Out: 1:30 PM

Category#: III

FDA Establishment Type:

No. of Risk Factor/Intervention Violations: 0

No. of Repeat Risk Factor/Intervention Violations: 0

## Foodborne Illness Risk Factors and Public Health Interventions

Risk factors: Contributing factors that increase the chance of developing foodborne illness.

Public Health Interventions: Control measures to prevent foodborne illness or injury

Compliance Status		OUT	CDI	R	VR
<b>Supervision</b> .2652					
1	<input checked="" type="checkbox"/> OUT N/A	PIC Present, demonstrates knowledge, & performs duties	1	0	
2	<input checked="" type="checkbox"/> OUT N/A	Certified Food Protection Manager	1	0	
<b>Employee Health</b> .2652					
3	<input checked="" type="checkbox"/> OUT	Management, food & conditional employee; knowledge, responsibilities & reporting	2	1	0
4	<input checked="" type="checkbox"/> OUT	Proper use of reporting, restriction & exclusion	3	1.5	0
5	<input checked="" type="checkbox"/> OUT	Procedures for responding to vomiting & diarrheal events	1	0.5	0
<b>Good Hygienic Practices</b> .2652, .2653					
6	<input checked="" type="checkbox"/> OUT	Proper eating, tasting, drinking or tobacco use	1	0.5	0
7	<input checked="" type="checkbox"/> OUT	No discharge from eyes, nose, and mouth	1	0.5	0
<b>Preventing Contamination by Hands</b> .2652, .2653, .2655, .2656					
8	<input checked="" type="checkbox"/> OUT	Hands clean & properly washed	4	2	0
9	<input checked="" type="checkbox"/> OUT N/A	No bare hand contact with RTE foods or pre-approved alternate procedure properly followed	4	2	0
10	<input checked="" type="checkbox"/> OUT N/A	Handwashing sinks supplied & accessible	2	1	0
<b>Approved Source</b> .2653, .2655					
11	<input checked="" type="checkbox"/> OUT	Food obtained from approved source	2	1	0
12	<input checked="" type="checkbox"/> OUT	Food received at proper temperature	2	1	0
13	<input checked="" type="checkbox"/> OUT	Food in good condition, safe & unadulterated	2	1	0
14	<input checked="" type="checkbox"/> OUT N/A	Required records available: shellstock tags, parasite destruction	2	1	0
<b>Protection from Contamination</b> .2653, .2654					
15	<input checked="" type="checkbox"/> OUT N/A	Food separated & protected	3	1.5	0
16	<input checked="" type="checkbox"/> OUT	Food-contact surfaces: cleaned & sanitized	3	1.5	0
17	<input checked="" type="checkbox"/> OUT	Proper disposition of returned, previously served, reconditioned & unsafe food	2	1	0
<b>Potentially Hazardous Food Time/Temperature</b> .2653					
18	<input checked="" type="checkbox"/> OUT N/A	Proper cooking time & temperatures	3	1.5	0
19	<input checked="" type="checkbox"/> OUT N/A	Proper reheating procedures for hot holding	3	1.5	0
20	<input checked="" type="checkbox"/> OUT N/A	Proper cooling time & temperatures	3	1.5	0
21	<input checked="" type="checkbox"/> OUT N/A	Proper hot holding temperatures	3	1.5	0
22	<input checked="" type="checkbox"/> OUT N/A	Proper cold holding temperatures	3	1.5	0
23	<input checked="" type="checkbox"/> OUT N/A	Proper date marking & disposition	3	1.5	0
24	<input checked="" type="checkbox"/> OUT N/A	Time as a Public Health Control; procedures & records	3	1.5	0
<b>Consumer Advisory</b> .2653					
25	<input checked="" type="checkbox"/> OUT N/A	Consumer advisory provided for raw/undercooked foods	1	0.5	0
<b>Highly Susceptible Populations</b> .2653					
26	<input checked="" type="checkbox"/> OUT N/A	Pasteurized foods used; prohibited foods not offered	3	1.5	0
<b>Chemical</b> .2653, .2657					
27	<input checked="" type="checkbox"/> OUT N/A	Food additives: approved & properly used	1	0.5	0
28	<input checked="" type="checkbox"/> OUT N/A	Toxic substances properly identified stored & used	2	1	0
<b>Conformance with Approved Procedures</b> .2653, .2654, .2658					
29	<input checked="" type="checkbox"/> OUT N/A	Compliance with variance, specialized process, reduced oxygen packaging criteria or HACCP plan	2	1	0

## Good Retail Practices


Good Retail Practices: Preventative measures to control the addition of pathogens, chemicals, and physical objects into foods.

Compliance Status		OUT	CDI	R	VR
<b>Safe Food and Water</b> .2653, .2655, .2658					
30	<input checked="" type="checkbox"/> OUT N/A	Pasteurized eggs used where required	1	0.5	0
31	<input checked="" type="checkbox"/> OUT	Water and ice from approved source	2	1	0
32	<input checked="" type="checkbox"/> OUT N/A	Variance obtained for specialized processing methods	2	1	0
<b>Food Temperature Control</b> .2653, .2654					
33	<input checked="" type="checkbox"/> OUT	Proper cooling methods used; adequate equipment for temperature control	1	0.5	0
34	<input checked="" type="checkbox"/> OUT N/A	Plant food properly cooked for hot holding	1	0.5	0
35	<input checked="" type="checkbox"/> OUT N/A	Approved thawing methods used	1	0.5	0
36	<input checked="" type="checkbox"/> OUT	Thermometers provided & accurate	1	0.5	0
<b>Food Identification</b> .2653					
37	<input checked="" type="checkbox"/> OUT	Food properly labeled: original container	2	1	0
<b>Prevention of Food Contamination</b> .2652, .2653, .2654, .2656, .2657					
38	<input checked="" type="checkbox"/> OUT	Insects & rodents not present; no unauthorized animals	2	1	0
39	<input checked="" type="checkbox"/> OUT	Contamination prevented during food preparation, storage & display	2	1	0
40	<input checked="" type="checkbox"/> OUT	Personal cleanliness	1	0.5	0
41	<input checked="" type="checkbox"/> OUT	Wiping cloths: properly used & stored	1	0.5	0
42	<input checked="" type="checkbox"/> OUT N/A	Washing fruits & vegetables	1	0.5	0
<b>Proper Use of Utensils</b> .2653, .2654					
43	<input checked="" type="checkbox"/> OUT	In-use utensils: properly stored	1	0.5	0
44	<input checked="" type="checkbox"/> OUT	Utensils, equipment & linens: properly stored, dried & handled	1	0.5	0
45	<input checked="" type="checkbox"/> OUT	Single-use & single-service articles: properly stored & used	1	0.5	0
46	<input checked="" type="checkbox"/> OUT	Gloves used properly	1	0.5	0
<b>Utensils and Equipment</b> .2653, .2654, .2663					
47	<input checked="" type="checkbox"/> OUT	Equipment, food & non-food contact surfaces approved, cleanable, properly designed, constructed & used	1	0.5	0
48	<input checked="" type="checkbox"/> OUT	Warewashing facilities: installed, maintained & used; test strips	1	0.5	0
49	<input checked="" type="checkbox"/> OUT	Non-food contact surfaces clean	1	0.5	0
<b>Physical Facilities</b> .2654, .2655, .2656					
50	<input checked="" type="checkbox"/> OUT N/A	Hot & cold water available; adequate pressure	1	0.5	0
51	<input checked="" type="checkbox"/> OUT	Plumbing installed; proper backflow devices	2	1	0
52	<input checked="" type="checkbox"/> OUT	Sewage & wastewater properly disposed	2	1	0
53	<input checked="" type="checkbox"/> OUT N/A	Toilet facilities: properly constructed, supplied & cleaned	1	0.5	0
54	<input checked="" type="checkbox"/> OUT	Garbage & refuse properly disposed; facilities maintained	1	0.5	0
55	<input checked="" type="checkbox"/> OUT	Physical facilities installed, maintained & clean	1	0.5	0
56	<input checked="" type="checkbox"/> OUT	Meets ventilation & lighting requirements; designated areas used	1	0.5	0
TOTAL DEDUCTIONS: 0					

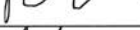


Establishment Name: <u>DEEVINE DOGS</u>	Establishment ID: <u>4051031810</u>
Location Address: <u>9316 CARLEY CIRCLE</u>	<input checked="" type="checkbox"/> Inspection <input type="checkbox"/> Re-Inspection    Date: <u>05/12/2025</u>
City: <u>GARNER</u> State: <u>NC</u>	<input type="checkbox"/> Educational Visit    Status Code: <u>A</u>
County: <u>51 Johnston</u> Zip: <u>27529</u>	Comment Addendum Attached? <input type="checkbox"/> Category #: <u>III</u>
Wastewater System: <input checked="" type="checkbox"/> Municipal/Community <input type="checkbox"/> On-Site System	Email 1:
Water Supply: <input checked="" type="checkbox"/> Municipal/Community <input type="checkbox"/> On-Site System	Email 2:
Permittee: <u>DEEVINE DOGS, LLC</u>	Email 3: <u>deevinedogs@gmail.com</u>
Telephone: <u>(710) 581-7456</u>	

[illegible]


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 Priority Foundation: \_\_\_\_\_ Core: \_\_\_\_\_  
 al report to \_\_\_\_\_  
 via Email: \_\_\_\_\_





# Request for Town Council Action

**Consent  
Agenda  
Item:** **Application  
for  
Temporary  
Use Permit**  
**Date:** 09/02/2025

---

**Subject:** Bulldog Harley-Davidson

**Department:** Planning Department

**Presented by:** Planning Director – Stephen Wensman

**Presentation:** Consent Agenda Item

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## Issue Statement

The Council is being asked to allow Bulldog Harley-Davidson to hold Test Ride Days on September 13th, 2025.

## Financial Impact

None.

## Action Needed

Council approval of the Temporary Use Permit Application

## Recommendation

Staff recommends approval of the Temporary Use Permit Application

Approved: ☒ Town Manager ☐ Town Attorney

## Attachments:

1. Staff Report
2. Temporary Use Permit Application



# Staff Report

**Consent  
Agenda  
Item:** **Application  
for  
Temporary  
Use Permit**

---

Bulldog Harley-Davidson is requesting to hold Test Ride Days at 1043 Outlet Center Drive on September 13th, 2025. This event will run from 11:00 am to 4:00 pm. Tacos Mama Chava food truck will be on-site to sell food. Two beers will be given away to customers age 21 and older. No amplified sound will be used.



## Temporary Use Permit Application

Completed applications must be submitted at least 6 weeks prior to the event by emailing Julie Edmonds at [julie.edmonds@smithfield-nc.com](mailto:julie.edmonds@smithfield-nc.com) or by dropping them off in the Town of Smithfield Planning Department. All applicants should read the following pages before completing all sections required. Incomplete applications may increase the permit processing time. All required information must be submitted along with this application in order for it to be processed. If a person other than the property owner signs this application, a notarized written authorization from the property owner must be attached.

### TYPES OF TEMP USE OR EVENT

- ☒ Special Event
- ☐ Town recognized event
  - ☐ Over 100 people in attendance
  - ☐ Live Band or Amplified Sound
  - ☐ Requires closure or blockage of Town Street
  - ☒ Involves Food Trucks
  - ☐ Requires Security (potential safety, security concerns)
  - ☐ Involves structures larger than 200 square feet and canopies larger than 400 square
  - ☐ Involves Town Park property (Call 919-934-2148)
  - ☐ Involves Fireworks (Contact Smithfield Fire Department 919-934-2468)

### OTHER TEMP USES

- ☐ Modular Office Units
- ☐ Emergency, construction and repair residence
- ☐ Temporary storage facility (portable storage unit)
- ☐ Sale of agricultural products grown off-site
- ☐ Sale of Fireworks
- ☐ Other (please describe) \_\_\_\_\_

West RIDE DAYS  
Name of Event

1043 Outlet Center Dr Smithfield, NC 27577  
Location of Event/Use (exact street address)

### APPLICANT:

Name Michelle Winn  
Address 1043 Outlet Center Dr  
Phone number 919-938-1592  
Email address Michelle@bulldogharleydavidson.com  
Event date Sept 13

### PROPERTY OWNER:

Name Carson Baker  
Address 1508 Hope Mills Rd, Fayetteville, NC 28304  
Phone number 9107348504  
Email address Carson@bulldogharleydavidson.com

Will alcohol be sold or served? Y or N  
(If yes, please supply an ABC Permit)

Will food or goods be sold? Y or N

Event start and end time 11AM - 4PM  
Event set up and clean up time 8AM - 4PM  
Sound Amplification Type \_\_\_\_\_  
Sound Amplification Start and End Times \_\_\_\_\_

# Food Trucks (if applicable) 1 (Each Food Truck Requires Certificate of Inspections by Johnston County)

**Tacos Mama Chava**

Environmental Health Department, Proof of Insurance, A Copy of the Vehicle or Trailer Registration and/or ABC Permit, if applicable and must be submitted with this application).

Security agency name & phone, if applicable: N/A  
(If using Smithfield Police, applicant must contact the PD to schedule security.)

Will any town property be used (i.e., streets, parks, greenways)? No

If any town streets require closure, please list all street names. N/A

Are event trash cans needed? Y or N How many? N

**Please provide a detailed description of the proposed temporary use or special event:**

We will have a food truck onsite for guests to the dealership

2 beers per person at event

### Temporary Use Submittal Checklist:

1. Completed Temporary Use Permit application
2. Other documentations deemed necessary by the administrator
3. Application fee - \$100
4. Site plan, if required by the administrator

Method of Payment Cash \_\_\_\_\_ Check# \_\_\_\_\_ Credit Card \_\_\_\_\_ Amount \$ \_\_\_\_\_

Payment Received By: \_\_\_\_\_

Date: \_\_\_\_\_

**CERTIFICATION OF APPLICANT AND/OR PROPERTY OWNER**

I hereby certify that the information contained in this application is true to the best of my knowledge and I further certify that this event/use will be conducted per all applicable local laws. I certify that I have received the attached information concerning the regulations for temporary uses. If an event, I certify that I have notified all adjoining property owners of the planned event.

Michelle Winn

Applicant's Name (Print)

Signature \_\_\_\_\_

7/25/25

Date

Town Planning Director Signature:

Stephen Wenne

Date: 8/13/25

### OWNERS AUTHORIZATION

I hereby give CONSENT to Bulldog HD (type, stamp or print clearly full name of agent) to act on my behalf, to submit or have submitted this application and all required material and documents, and to attend and represent me at all meetings and public hearings pertaining to the application(s) indicated above. Furthermore, I hereby give consent to the party designated above to agree to all terms and conditions which may arise as part of the approval of this application.

I hereby certify I have full knowledge the property I have an ownership interest in the subject of this application. I understand that any false, inaccurate or incomplete information provided by me or my agent will result in the denial, revocation or administrative withdrawal of this application, request, approval or permits. I acknowledge that additional information may be required to process this application. I further consent to the Town of Smithfield to publish, copy or reproduce any copyrighted document submitted as a part of this application for any third party. I further agree to all terms and conditions, which may be imposed as part of the approval of this application.

Property Owners Name (print) CFB Powersports, LLC  
Address 1043 Outlet Center Dr Zip 27577  
Phone Number 919-938-1592 Email carson@bulldogbarleydavidson.com  
Signature: [Signature] Date: 7/25/25

### OWNER'S CONSENT FORM

Name of Event: TEST RIDE DAYS Submittal Date: 7/25/25

### OWNERS AUTHORIZATION

I hereby give CONSENT to Bulldog HD (type, stamp or print clearly full name of agent) to act on my behalf, to submit or have submitted this application and all required material and documents, and to attend and represent me at all meetings and public hearings pertaining to the application(s) indicated above. Furthermore, I hereby give consent to the party designated above to agree to all terms and conditions which may arise as part of the approval of this application.

I hereby certify I have full knowledge the property I have an ownership interest in the subject of this application. I understand that any false, inaccurate or incomplete information provided by me or my agent will result in the denial, revocation or administrative withdrawal of this application, request, approval or permits. I acknowledge that additional information may be required to process this application. I further consent to the Town of Smithfield to publish, copy or reproduce any copyrighted document submitted as a part of this application for any third party. I further agree to all terms and conditions, which may be imposed as part of the approval of this application.

[Signature]  
Signature of Owner

Carson Baker  
Print Name

7/25/25  
Date



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
06/25/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Blue Star Insurance Services 1043 Dresser Ct Raleigh, NC 27609	919-921-8682 919-896-8906	CONTACT NAME: <b>Jully Padilla</b> PHONE (A/C, No, Ext): 919-921-8682 FAX (A/C, No): 919-896-8906 E-MAIL ADDRESS: <b>bluestarinsurancenc@gmail.com</b>
INSURED Tacos Mama Chava Inc 6528 Suburban Dr Raleigh, NC 27615		INSURER(S) AFFORDING COVERAGE INSURER A: <b>HISCOX INS CO INC</b> INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
		NAIC # <b>10200</b>

## COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	<input checked="" type="checkbox"/>		P100.194.279.4	04-06-2025	04-06-2026	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 1,000,000
							\$
	<b>AUTOMOBILE LIABILITY</b>						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
							\$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR						EACH OCCURRENCE \$
	<b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N <input checked="" type="checkbox"/> N / A						E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

Phone :

Fax:

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*J. Padilla*

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# Food Establishment Inspection Report

Score: 98.5

Establishment Name: TACOS MAMA CHAVA #1 (WCID #684)

Establishment ID: 4092030398

Location Address: 4524 OLD WAKE FOREST DR

City: RALEIGH State: North Carolina

Zip: 27609 County: 92 Wake

Permittee: FIDENCIOO AND ROBERT CARLOS MARTINEZ

Telephone:

☒ Inspection ☐ Re-Inspection ☐ Educational Visit

Wastewater System:

☒ Municipal/Community ☐ On-Site System

Water Supply:

☒ Municipal/Community ☐ On-Site Supply

Date: 06/27/2025

Status Code: A

Time In: 1:00 PM

Time Out: 2:45 PM

Category#: III

FDA Establishment Type:

No. of Risk Factor/Intervention Violations: 0

No. of Repeat Risk Factor/Intervention Violations: 0

## Foodborne Illness Risk Factors and Public Health Interventions

Risk factors: Contributing factors that increase the chance of developing foodborne illness.

Public Health Interventions: Control measures to prevent foodborne illness or injury

Compliance Status		OUT	CDI	R	VR
<b>Supervision .2652</b>					
1	<input checked="" type="checkbox"/> OUT N/A	PIC Present, demonstrates knowledge, & performs duties	1	0	
2	<input checked="" type="checkbox"/> OUT N/A	Certified Food Protection Manager	1	0	
<b>Employee Health .2652</b>					
3	<input checked="" type="checkbox"/> OUT	Management, food & conditional employee; knowledge, responsibilities & reporting	2	1	0
4	<input checked="" type="checkbox"/> OUT	Proper use of reporting, restriction & exclusion	3	1.5	0
5	<input checked="" type="checkbox"/> OUT	Procedures for responding to vomiting & diarrheal events	1	0.5	0
<b>Good Hygienic Practices .2652, .2653</b>					
6	<input checked="" type="checkbox"/> OUT	Proper eating, tasting, drinking or tobacco use	1	0.5	0
7	<input checked="" type="checkbox"/> OUT	No discharge from eyes, nose, and mouth	1	0.5	0
<b>Preventing Contamination by Hands .2652, .2653, .2655, .2656</b>					
8	<input checked="" type="checkbox"/> OUT	Hands clean & properly washed	4	2	0
9	<input checked="" type="checkbox"/> OUT N/A N/O	No bare hand contact with RTE foods or pre-approved alternate procedure properly followed	4	2	0
10	<input checked="" type="checkbox"/> OUT N/A	Handwashing sinks supplied & accessible	2	1	0
<b>Approved Source .2653, .2655</b>					
11	<input checked="" type="checkbox"/> OUT	Food obtained from approved source	2	1	0
12	<input checked="" type="checkbox"/> OUT	Food received at proper temperature	2	1	0
13	<input checked="" type="checkbox"/> OUT	Food in good condition, safe & unadulterated	2	1	0
14	<input checked="" type="checkbox"/> OUT N/A N/O	Required records available: shellstock tags, parasite destruction	2	1	0
<b>Protection from Contamination .2653, .2654</b>					
15	<input checked="" type="checkbox"/> OUT N/A N/O	Food separated & protected	3	1.5	0
16	<input checked="" type="checkbox"/> OUT	Food-contact surfaces: cleaned & sanitized	3	1.5	0
17	<input checked="" type="checkbox"/> OUT	Proper disposition of returned, previously served, reconditioned & unsafe food	2	1	0
<b>Potentially Hazardous Food Time/Temperature .2653</b>					
18	<input checked="" type="checkbox"/> OUT N/A N/O	Proper cooking time & temperatures	3	1.5	0
19	<input checked="" type="checkbox"/> OUT N/A N/O	Proper reheating procedures for hot holding	3	1.5	0
20	<input checked="" type="checkbox"/> OUT N/A N/O	Proper cooling time & temperatures	3	1.5	0
21	<input checked="" type="checkbox"/> OUT N/A N/O	Proper hot holding temperatures	3	1.5	0
22	<input checked="" type="checkbox"/> OUT N/A N/O	Proper cold holding temperatures	3	1.5	0
23	<input checked="" type="checkbox"/> OUT N/A N/O	Proper date marking & disposition	3	1.5	0
24	<input checked="" type="checkbox"/> OUT N/A N/O	Time as a Public Health Control; procedures & records	3	1.5	0
<b>Consumer Advisory .2653</b>					
25	<input checked="" type="checkbox"/> OUT N/A	Consumer advisory provided for raw/ undercooked foods	1	0.5	0
<b>Highly Susceptible Populations .2653</b>					
26	<input checked="" type="checkbox"/> OUT N/A	Pasteurized foods used; prohibited foods not offered	3	1.5	0
<b>Chemical .2653, .2657</b>					
27	<input checked="" type="checkbox"/> OUT N/A	Food additives: approved & properly used	1	0.5	0
28	<input checked="" type="checkbox"/> OUT N/A	Toxic substances properly identified stored & used	2	1	0
<b>Conformance with Approved Procedures .2653, .2654, .2658</b>					
29	<input checked="" type="checkbox"/> OUT N/A	Compliance with variance, specialized process, reduced oxygen packaging criteria or HACCP plan	2	1	0

## Good Retail Practices

Good Retail Practices: Preventative measures to control the addition of pathogens, chemicals, and physical objects into foods.

Compliance Status		OUT	CDI	R	VR
<b>Safe Food and Water .2653, .2655, .2658</b>					
30	<input checked="" type="checkbox"/> IN OUT N/A	Pasteurized eggs used where required	1	0.5	0
31	<input checked="" type="checkbox"/> OUT	Water and ice from approved source	2	1	0
32	<input checked="" type="checkbox"/> IN OUT	Variance obtained for specialized processing methods	2	1	0
<b>Food Temperature Control .2653, .2654</b>					
33	<input checked="" type="checkbox"/> OUT	Proper cooling methods used; adequate equipment for temperature control	1	0.5	0
34	<input checked="" type="checkbox"/> IN OUT N/A N/O	Plant food properly cooked for hot holding	1	0.5	0
35	<input checked="" type="checkbox"/> IN OUT N/A N/O	Approved thawing methods used	1	0.5	0
36	<input checked="" type="checkbox"/> OUT	Thermometers provided & accurate	1	0.5	0
<b>Food Identification .2653</b>					
37	<input checked="" type="checkbox"/> OUT	Food properly labeled: original container	2	1	0
<b>Prevention of Food Contamination .2652, .2653, .2654, .2656, .2657</b>					
38	<input checked="" type="checkbox"/> OUT	Insects & rodents not present; no unauthorized animals	2	1	0
39	<input checked="" type="checkbox"/> OUT	Contamination prevented during food preparation, storage & display	2	1	0
40	<input checked="" type="checkbox"/> OUT	Personal cleanliness	1	0.5	0
41	<input checked="" type="checkbox"/> OUT	Wiping cloths: properly used & stored	1	0.5	0
42	<input checked="" type="checkbox"/> OUT N/A	Washing fruits & vegetables	1	0.5	0
<b>Proper Use of Utensils .2653, .2654</b>					
43	<input checked="" type="checkbox"/> OUT	In-use utensils: properly stored	1	0.5	0
44	<input checked="" type="checkbox"/> OUT	Utensils, equipment & linens: properly stored, dried & handled	1	0.5	0
45	<input checked="" type="checkbox"/> OUT	Single-use & single-service articles: properly stored & used	1	0.5	0
46	<input checked="" type="checkbox"/> OUT	Gloves used properly	1	0.5	0
<b>Utensils and Equipment .2653, .2654, .2663</b>					
47	<input checked="" type="checkbox"/> IN OUT	Equipment, food & non-food contact surfaces approved, cleanable, properly designed, constructed & used	1	0.5	0
48	<input checked="" type="checkbox"/> OUT	Warewashing facilities: installed, maintained & used; test strips	1	0.5	0
49	<input checked="" type="checkbox"/> IN OUT	Non-food contact surfaces clean	1	0.5	0
<b>Physical Facilities .2654, .2655, .2656</b>					
50	<input checked="" type="checkbox"/> OUT N/A	Hot & cold water available; adequate pressure	1	0.5	0
51	<input checked="" type="checkbox"/> OUT	Plumbing installed, proper backflow devices	2	1	0
52	<input checked="" type="checkbox"/> OUT	Sewage & wastewater properly disposed	2	1	0
53	<input checked="" type="checkbox"/> OUT N/A	Toilet facilities: properly constructed, supplied & cleaned	1	0.5	0
54	<input checked="" type="checkbox"/> OUT	Garbage & refuse properly disposed; facilities maintained	1	0.5	0
55	<input checked="" type="checkbox"/> OUT	Physical facilities installed, maintained & clean	1	0.5	0
56	<input checked="" type="checkbox"/> OUT	Meets ventilation & lighting requirements; designated areas used	1	0.5	0
<b>TOTAL DEDUCTIONS:</b>					1.5



North Carolina Department of Health & Human Services • Division of Public Health • Environmental Health Section • Food Protection

Program DHHS is an equal opportunity employer.  
Page 1 of Food Establishment Inspection Report, 12/2023



Establishment Name: <u>TACOS MAMA CHAVA #1 (WCID #684)</u>	Establishment ID: <u>4092030398</u>
Location Address: <u>4524 OLD WAKE FOREST DR</u>	<input checked="" type="checkbox"/> Inspection <input type="checkbox"/> Re-Inspection    Date: <u>06/27/2025</u>
City: <u>RALEIGH</u> State: <u>NC</u>	<input type="checkbox"/> Educational Visit    Status Code: <u>A</u>
County: <u>92 Wake</u> Zip: <u>27609</u>	Comment Addendum Attached? <input checked="" type="checkbox"/> Category #: <u>III</u>
Wastewater System: <input checked="" type="checkbox"/> Municipal/Community <input type="checkbox"/> On-Site System	Email 1:
Water Supply: <input checked="" type="checkbox"/> Municipal/Community <input type="checkbox"/> On-Site System	Email 2:
Permittee: <u>FIDENCIOO AND ROBERT CARLOS MARTINEZ</u>	Email 3: <u>tacosmamachava@gmail.com</u>
Telephone: _____	

[illegible]

414





# Request for Town Council Action

**Consent  
Agenda  
Item:** **Application  
for  
Temporary  
Use Permit**  
**Date:** 09/02/2025

---

**Subject:** Bulldog Harley-Davidson

**Department:** Planning Department

**Presented by:** Planning Director – Stephen Wensman

**Presentation:** Consent Agenda Item

---

## Issue Statement

The Council is being asked to allow Bulldog Harley-Davidson to hold Harley Fashion Show on September 20th, 2025.

## Financial Impact

None.

## Action Needed

Council approval of the Temporary Use Permit Application

## Recommendation

Staff recommends approval of the Temporary Use Permit Application

Approved: ☒ Town Manager ☐ Town Attorney

## Attachments:

1. Staff Report
2. Temporary Use Permit Application



# Staff Report

**Consent  
Agenda  
Item:** **Application  
for  
Temporary  
Use Permit**

---

Bulldog Harley-Davidson is requesting to hold Harley Fashion Show at 1043 Outlet Center Drive on September 20th, 2025. This event will run from 11:00 am to 4:00 pm. Smashmasters food truck will be on-site to sell food. Two beers will be given away to customers age 21 and older. A DJ will play music between 12:00 pm- 3:00 pm.



## Temporary Use Permit Application

Completed applications must be submitted at least 6 weeks prior to the event by emailing Julie Edmonds at [julie.edmonds@smithfield-nc.com](mailto:julie.edmonds@smithfield-nc.com) or by dropping them off in the Town of Smithfield Planning Department. All applicants should read the following pages before completing all sections required. Incomplete applications may increase the permit processing time. All required information must be submitted along with this application in order for it to be processed. If a person other than the property owner signs this application, a notarized written authorization from the property owner must be attached.

### TYPES OF TEMP USE OR EVENT

- ☒ Special Event
- ☐ Town recognized event \_\_\_\_\_
- ☐ Over 100 people in attendance
- ☒ Live Band or Amplified Sound DJ
- ☐ Requires closure or blockage of Town Street
- ☒ Involves Food Trucks
- ☐ Requires Security (potential safety, security concerns)
- ☐ Involves structures larger than 200 square feet and canopies larger than 400 square
- ☐ Involves Town Park property (Call 919-934-2148)
- ☐ Involves Fireworks (Contact Smithfield Fire Department 919-934-2468)

### OTHER TEMP USES

- ☐ Modular Office Units
- ☐ Emergency, construction and repair residence
- ☐ Temporary storage facility (portable storage unit)
- ☐ Sale of agricultural products grown off-site
- ☐ Sale of Fireworks
- ☐ Other (please describe) \_\_\_\_\_

<u>Harley Fashion Show</u> Name of Event	1043 Outlet Center Dr Smithfield, NC 27577 Location of Event/Use (exact street address)
---	--

### APPLICANT:

Name Michelle Winn  
Address 1043 Outlet Center Dr  
Phone number 919-938-1592  
Email address Michelle@bulldogharleydavidson.com

Event date ~~Sept 14th~~ Sept 20th

Event start and end time 11 AM - 4 PM

Event set up and clean up time 8 AM - 4 PM

Sound Amplification Type Speakers

Sound Amplification Start and End Times 12 - 3 PM

# Food Trucks (if applicable) 1 **Smashmasters**  
(Each Food Truck Requires Certificate of Inspections by Johnston County)

Environmental Health Department, Proof of Insurance, A Copy of the Vehicle or Trailer Registration and/or ABC Permit, if applicable and must be submitted with this application.)

Security agency name & phone, if applicable: N/A  
(If using Smithfield Police, applicant must contact the PD to schedule security.)

Will any town property be used (i.e., streets, parks, greenways)? No  
If any town streets require closure, please list all street names. N/A  
Are event trash cans needed? Y or N How many? N

Please provide a detailed description of the proposed temporary use or special event:

DJ Playing music FOR FALL FASHION SHOW  
2 beers per person at event

**Temporary Use Submittal Checklist:**

1. Completed Temporary Use Permit application
2. Other documentations deemed necessary by the administrator
3. Application fee - \$100
4. Site plan, if required by the administrator

Method of Payment Cash Check#          Credit Card          Amount \$         

Payment Received By:         

Date:         

**CERTIFICATION OF APPLICANT AND/OR PROPERTY OWNER**

I hereby certify that the information contained in this application is true to the best of my knowledge and I further certify that this event/use will be conducted per all applicable local laws. I certify that I have received the attached information concerning the regulations for temporary uses. If an event, I certify that I have notified all adjoining property owners of the planned event.

Michelle Winn

Applicant's Name (Print)

Michelle Winn

Signature

7/25/25

Date

Town Planning Director Signature: John Wen

Date: 8/13/25

### OWNERS AUTHORIZATION

I hereby give CONSENT to Bulldog HD (type, stamp or print clearly full name of agent) to act on my behalf, to submit or have submitted this application and all required material and documents, and to attend and represent me at all meetings and public hearings pertaining to the application(s) indicated above. Furthermore, I hereby give consent to the party designated above to agree to all terms and conditions which may arise as part of the approval of this application.

I hereby certify I have full knowledge the property I have an ownership interest in the subject of this application. I understand that any false, inaccurate or incomplete information provided by me or my agent will result in the denial, revocation or administrative withdrawal of this application, request, approval or permits. I acknowledge that additional information may be required to process this application. I further consent to the Town of Smithfield to publish, copy or reproduce any copyrighted document submitted as a part of this application for any third party. I further agree to all terms and conditions, which may be imposed as part of the approval of this application.

Property Owners Name (print) CFB Powersports, LLC  
Address 1043 Outlet Center Dr Zip 27577  
Phone Number 919-938-1592 Email carson@bulldogbarleydavidson.com  
Signature: [Signature] Date: 7/25/25

### OWNER'S CONSENT FORM

Name of Event: Honley Fashion Show Submittal Date: 7/25/25

### OWNERS AUTHORIZATION

I hereby give CONSENT to Bulldog HD (type, stamp or print clearly full name of agent) to act on my behalf, to submit or have submitted this application and all required material and documents, and to attend and represent me at all meetings and public hearings pertaining to the application(s) indicated above. Furthermore, I hereby give consent to the party designated above to agree to all terms and conditions which may arise as part of the approval of this application.

I hereby certify I have full knowledge the property I have an ownership interest in the subject of this application. I understand that any false, inaccurate or incomplete information provided by me or my agent will result in the denial, revocation or administrative withdrawal of this application, request, approval or permits. I acknowledge that additional information may be required to process this application. I further consent to the Town of Smithfield to publish, copy or reproduce any copyrighted document submitted as a part of this application for any third party. I further agree to all terms and conditions, which may be imposed as part of the approval of this application.

[Signature] 94 Carson Baker 7/25/25  
Signature of Owner Print Name Date



## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/27/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Hiscox Inc. 5 Concourse Parkway Suite 2150 Atlanta GA, 30328	<b>CONTACT NAME:</b> <b>PHONE (A/C, No, Ext):</b> (888) 202-3007 <b>FAX (A/C, No):</b> <b>E-MAIL ADDRESS:</b> contact@hiscox.com																					
<b>INSURED</b> Smash Masters LLC 15 Winners Circle Louisburg, NC 27549	<table border="1"><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A:</td><td>Hiscox Insurance Company Inc</td><td>10200</td></tr><tr><td>INSURER B:</td><td></td><td></td></tr><tr><td>INSURER C:</td><td></td><td></td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Hiscox Insurance Company Inc	10200	INSURER B:			INSURER C:			INSURER D:			INSURER E:			INSURER F:		
INSURER(S) AFFORDING COVERAGE		NAIC #																				
INSURER A:	Hiscox Insurance Company Inc	10200																				
INSURER B:																						
INSURER C:																						
INSURER D:																						
INSURER E:																						
INSURER F:																						

**COVERAGES**

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			P103.438.963.1	05/27/2024	05/27/2025	EACH OCCURRENCE \$ 1,000,000
			DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000				
			MED EXP (Any one person) \$ 5,000				
			PERSONAL & ADV INJURY \$ 1,000,000				
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						GENERAL AGGREGATE \$ 1,000,000
							PRODUCTS - COMP/OP AGG \$ 1,000,000
							\$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$
	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$
							\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y/N N/A					PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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# Food Establishment Inspection Report

Score: 100

Establishment Name: SMASH MASTERS

Establishment ID: 4035030045

Location Address: PO BOX 432

City: BUNN State: North Carolina

Zip: 27508 County: 35 Franklin

Permittee: SMASH MASTERS

Telephone: (919) 414-9170

☒ Inspection ☐ Re-Inspection ☐ Educational Visit

Wastewater System:

☒ Municipal/Community ☐ On-Site System

Water Supply:

☒ Municipal/Community ☐ On-Site Supply

Date: 10/18/2024

Status Code: A

Time In: 1:13 PM

Time Out: 2:13 PM

Category#: II

FDA Establishment Type:

No. of Risk Factor/Intervention Violations: 0

No. of Repeat Risk Factor/Intervention Violations: 0

## Foodborne Illness Risk Factors and Public Health Interventions

Risk factors: Contributing factors that increase the chance of developing foodborne illness.

Public Health Interventions: Control measures to prevent foodborne illness or injury

Compliance Status		OUT	CDI	R	VR
<b>Supervision .2652</b>					
1	<input checked="" type="checkbox"/> OUT N/A	PIC Present, demonstrates knowledge, & performs duties	1	0	
2	<input checked="" type="checkbox"/> OUT N/A	Certified Food Protection Manager	1	0	
<b>Employee Health .2652</b>					
3	<input checked="" type="checkbox"/> OUT	Management, food & conditional employee; knowledge, responsibilities & reporting	2	1	0
4	<input checked="" type="checkbox"/> OUT	Proper use of reporting, restriction & exclusion	3	1.5	0
5	<input checked="" type="checkbox"/> OUT	Procedures for responding to vomiting & diarrheal events	1	0.5	0
<b>Good Hygienic Practices .2652, .2653</b>					
6	<input checked="" type="checkbox"/> OUT	Proper eating, tasting, drinking or tobacco use	1	0.5	0
7	<input checked="" type="checkbox"/> OUT	No discharge from eyes, nose, and mouth	1	0.5	0
<b>Preventing Contamination by Hands .2652, .2653, .2655, .2656</b>					
8	<input checked="" type="checkbox"/> OUT	Hands clean & properly washed	4	2	0
9	<input checked="" type="checkbox"/> OUT N/A N/O	No bare hand contact with RTE foods or pre-approved alternate procedure properly followed	4	2	0
10	<input checked="" type="checkbox"/> OUT N/A	Handwashing sinks supplied & accessible	2	1	0
<b>Approved Source .2653, .2655</b>					
11	<input checked="" type="checkbox"/> OUT	Food obtained from approved source	2	1	0
12	<input checked="" type="checkbox"/> OUT	Food received at proper temperature	2	1	0
13	<input checked="" type="checkbox"/> OUT	Food in good condition, safe & unadulterated	2	1	0
14	<input checked="" type="checkbox"/> OUT N/A N/O	Required records available: shellstock tags, parasite destruction	2	1	0
<b>Protection from Contamination .2653, .2654</b>					
15	<input checked="" type="checkbox"/> OUT N/A N/O	Food separated & protected	3	1.5	0
16	<input checked="" type="checkbox"/> OUT	Food-contact surfaces: cleaned & sanitized	3	1.5	0
17	<input checked="" type="checkbox"/> OUT	Proper disposition of returned, previously served, reconditioned & unsafe food	2	1	0
<b>Potentially Hazardous Food Time/Temperature .2653</b>					
18	<input checked="" type="checkbox"/> OUT N/A N/O	Proper cooking time & temperatures	3	1.5	0
19	<input checked="" type="checkbox"/> OUT N/A N/O	Proper reheating procedures for hot holding	3	1.5	0
20	<input checked="" type="checkbox"/> OUT N/A N/O	Proper cooling time & temperatures	3	1.5	0
21	<input checked="" type="checkbox"/> OUT N/A N/O	Proper hot holding temperatures	3	1.5	0
22	<input checked="" type="checkbox"/> OUT N/A N/O	Proper cold holding temperatures	3	1.5	0
23	<input checked="" type="checkbox"/> OUT N/A N/O	Proper date marking & disposition	3	1.5	0
24	<input checked="" type="checkbox"/> OUT N/A N/O	Time as a Public Health Control; procedures & records	3	1.5	0
<b>Consumer Advisory .2653</b>					
25	<input checked="" type="checkbox"/> OUT N/A	Consumer advisory provided for raw/ undercooked foods	1	0.5	0
<b>Highly Susceptible Populations .2653</b>					
26	<input checked="" type="checkbox"/> OUT N/A	Pasteurized foods used; prohibited foods not offered	3	1.5	0
<b>Chemical .2653, .2657</b>					
27	<input checked="" type="checkbox"/> OUT N/A	Food additives: approved & properly used	1	0.5	0
28	<input checked="" type="checkbox"/> OUT N/A	Toxic substances properly identified stored & used	2	1	0
<b>Conformance with Approved Procedures .2653, .2654, .2658</b>					
29	<input checked="" type="checkbox"/> OUT N/A	Compliance with variance, specialized process, reduced oxygen packaging criteria or HACCP plan	2	1	0

## Good Retail Practices

Good Retail Practices: Preventative measures to control the addition of pathogens, chemicals, and physical objects into foods.

Compliance Status		OUT	CDI	R	VR
<b>Safe Food and Water .2653, .2655, .2658</b>					
30	<input checked="" type="checkbox"/> IN OUT N/A	Pasteurized eggs used where required	1	0.5	0
31	<input checked="" type="checkbox"/> OUT	Water and ice from approved source	2	1	0
32	<input checked="" type="checkbox"/> IN OUT N/A	Variance obtained for specialized processing methods	2	1	0
<b>Food Temperature Control .2653, .2654</b>					
33	<input checked="" type="checkbox"/> OUT	Proper cooling methods used; adequate equipment for temperature control	1	0.5	0
34	<input checked="" type="checkbox"/> OUT N/A N/O	Plant food properly cooked for hot holding	1	0.5	0
35	<input checked="" type="checkbox"/> OUT N/A N/O	Approved thawing methods used	1	0.5	0
36	<input checked="" type="checkbox"/> OUT	Thermometers provided & accurate	1	0.5	0
<b>Food Identification .2653</b>					
37	<input checked="" type="checkbox"/> OUT	Food properly labeled: original container	2	1	0
<b>Prevention of Food Contamination .2652, .2653, .2654, .2656, .2657</b>					
38	<input checked="" type="checkbox"/> OUT	Insects & rodents not present; no unauthorized animals	2	1	0
39	<input checked="" type="checkbox"/> OUT	Contamination prevented during food preparation, storage & display	2	1	0
40	<input checked="" type="checkbox"/> OUT	Personal cleanliness	1	0.5	0
41	<input checked="" type="checkbox"/> OUT	Wiping cloths: properly used & stored	1	0.5	0
42	<input checked="" type="checkbox"/> OUT N/A	Washing fruits & vegetables	1	0.5	0
<b>Proper Use of Utensils .2653, .2654</b>					
43	<input checked="" type="checkbox"/> OUT	In-use utensils: properly stored	1	0.5	0
44	<input checked="" type="checkbox"/> OUT	Utensils, equipment & linens: properly stored, dried & handled	1	0.5	0
45	<input checked="" type="checkbox"/> OUT	Single-use & single-service articles: properly stored & used	1	0.5	0
46	<input checked="" type="checkbox"/> OUT	Gloves used properly	1	0.5	0
<b>Utensils and Equipment .2653, .2654, .2663</b>					
47	<input checked="" type="checkbox"/> OUT	Equipment, food & non-food contact surfaces approved, cleanable, properly designed, constructed & used	1	0.5	0
48	<input checked="" type="checkbox"/> OUT	Warewashing facilities: installed, maintained & used; test strips	1	0.5	0
49	<input checked="" type="checkbox"/> OUT	Non-food contact surfaces clean	1	0.5	0
<b>Physical Facilities .2654, .2655, .2656</b>					
50	<input checked="" type="checkbox"/> OUT N/A	Hot & cold water available; adequate pressure	1	0.5	0
51	<input checked="" type="checkbox"/> OUT	Plumbing installed; proper backflow devices	2	1	0
52	<input checked="" type="checkbox"/> OUT	Sewage & wastewater properly disposed	2	1	0
53	<input checked="" type="checkbox"/> OUT N/A	Toilet facilities: properly constructed, supplied & cleaned	1	0.5	0
54	<input checked="" type="checkbox"/> OUT	Garbage & refuse properly disposed; facilities maintained	1	0.5	0
55	<input checked="" type="checkbox"/> OUT	Physical facilities installed, maintained & clean	1	0.5	0
56	<input checked="" type="checkbox"/> OUT	Meets ventilation & lighting requirements; designated areas used	1	0.5	0
<b>TOTAL DEDUCTIONS:</b>					0



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Establishment Name: <u>SMASH MASTERS</u>	Establishment ID: <u>4035030045</u>
Location Address: <u>PO BOX 432</u>	<input checked="" type="checkbox"/> Inspection <input type="checkbox"/> Re-Inspection    Date: <u>10/18/2024</u>
City: <u>BUNN</u> State: <u>NC</u>	<input type="checkbox"/> Educational Visit    Status Code: <u>A</u>
County: <u>35 Franklin</u> Zip: <u>27508</u>	Comment Addendum Attached? <input type="checkbox"/> Category #: <u>II</u>
Wastewater System: <input checked="" type="checkbox"/> Municipal/Community <input type="checkbox"/> On-Site System	Email 1: <u>smashmastersfood@gmail.com</u>
Water Supply: <input checked="" type="checkbox"/> Municipal/Community <input type="checkbox"/> On-Site System	Email 2:
Permittee: <u>SMASH MASTERS</u>	Email 3:
Telephone: <u>(919) 414-9170</u>	

[illegible]

\_\_\_\_\_

CV

Core:

Authorize final report to  
be received via Email:



# Request for Town Council Action

**Consent  
Agenda  
Item:** **Application  
for  
Temporary  
Use Permit**  
**Date:** 09/02/2025

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**Subject:** Bulldog Harley-Davidson

**Department:** Planning Department

**Presented by:** Planning Director – Stephen Wensman

**Presentation:** Consent Agenda Item

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## Issue Statement

The Council is being asked to allow Bulldog Harley-Davidson to hold Triketoberfest on September 27th, 2025.

## Financial Impact

None.

## Action Needed

Council approval of the Temporary Use Permit Application

## Recommendation

Staff recommends approval of the Temporary Use Permit Application

Approved: ☒ Town Manager ☐ Town Attorney

## Attachments:

1. Staff Report
2. Temporary Use Permit Application



# Staff Report

**Consent  
Agenda  
Item:** **Application  
for  
Temporary  
Use Permit**

---

Bulldog Harley-Davidson is requesting to hold Triketoberfest at 1043 Outlet Center Drive on September 27th, 2025. This event will run from 11:00 am to 4:00 pm. Gents Bounty BBQ food truck will be on-site to sell food. Two beers will be given away to customers age 21 and older. Live music will be provided between 12:00 pm- 3:00 pm. There will also be a gift card giveaway.



## Temporary Use Permit Application

Completed applications must be submitted at least 6 weeks prior to the event by emailing Julie Edmonds at [julie.edmonds@smithfield-nc.com](mailto:julie.edmonds@smithfield-nc.com) or by dropping them off in the Town of Smithfield Planning Department. All applicants should read the following pages before completing all sections required. Incomplete applications may increase the permit processing time. All required information must be submitted along with this application in order for it to be processed. If a person other than the property owner signs this application, a notarized written authorization from the property owner must be attached.

### TYPES OF TEMP USE OR EVENT

- ☒ Special Event
- ☐ Town recognized event \_\_\_\_\_
  - ☐ Over 100 people in attendance
  - ☒ Live Band or Amplified Sound \_\_\_\_\_
  - ☐ Requires closure or blockage of Town Street
  - ☒ Involves Food Trucks
  - ☐ Requires Security (potential safety, security concerns)
  - ☐ Involves structures larger than 200 square feet and canopies larger than 400 square
  - ☐ Involves Town Park property (Call 919-934-2148)
  - ☐ Involves Fireworks (Contact Smithfield Fire Department 919-934-2468)

### OTHER TEMP USES

- ☐ Modular Office Units
- ☐ Emergency, construction and repair residence
- ☐ Temporary storage facility (portable storage unit)
- ☐ Sale of agricultural products grown off-site
- ☐ Sale of Fireworks
- ☐ Other (please describe) \_\_\_\_\_

<u>Lukey's event</u> Name of Event	1043 Outlet Center Dr Smithfield, NC 27577 Location of Event/Use (exact street address)
---------------------------------------	--

### APPLICANT:

Name Michelle Winn  
Address 1043 Outlet Center Dr  
Phone number 919-938-1592  
Email address Michelle@bulldogharleydavidson.com  
Event date Sept 27th

### PROPERTY OWNER:

Name Carson Baker  
Address 1508 Hope Mills Rd, Fayetteville, NC 28304  
Phone number 9107348504  
Email address Carson@bulldogharleydavidson.com

Event start and end time 11AM - 4PM  
Event set up and clean up time 8AM - 4PM  
Sound Amplification Type BAND  
Sound Amplification Start and End Times 12 - 3PM

Will alcohol be sold or served? Y or N  
(If yes, please supply an ABC Permit)

Will food or goods be sold? Y or N

# Food Trucks (if applicable) 1 (Each Food Truck Requires Certificate of Inspections by Johnston County)

**Gents Bounty BBQ**

Environmental Health Department, Proof of Insurance, A Copy of the Vehicle or Trailer Registration and/or ABC Permit, if applicable and must be submitted with this application).

Security agency name & phone, if applicable: N/A  
(If using Smithfield Police, applicant must contact the PD to schedule security.)

Will any town property be used (i.e., streets, parks, greenways)? No

If any town streets require closure, please list all street names. N/A

Are event trash cans needed? Y or N How many? N

Please provide a detailed description of the proposed temporary use or special event:

live Band, Gift Card Giveaway  
2 beers per person at event

**Temporary Use Submittal Checklist:**

1. Completed Temporary Use Permit application
2. Other documentations deemed necessary by the administrator
3. Application fee - \$100
4. Site plan, if required by the administrator

Method of Payment Cash Check # Check Credit Card Amount \$ Amount

Payment Received By: \_\_\_\_\_

Date: \_\_\_\_\_

**CERTIFICATION OF APPLICANT AND/OR PROPERTY OWNER**

I hereby certify that the information contained in this application is true to the best of my knowledge and I further certify that this event/use will be conducted per all applicable local laws. I certify that I have received the attached information concerning the regulations for temporary uses. If an event, I certify that I have notified all adjoining property owners of the planned event.

Michelle Winn

Applicant's Name (Print)

Michelle Winn 7/25/25

Signature

Date

Town Planning Director Signature: Stephen Winn

Date: 8/13/25

### OWNERS AUTHORIZATION

I hereby give CONSENT to Bulldog HD (type, stamp or print clearly full name of agent) to act on my behalf, to submit or have submitted this application and all required material and documents, and to attend and represent me at all meetings and public hearings pertaining to the application(s) indicated above. Furthermore, I hereby give consent to the party designated above to agree to all terms and conditions which may arise as part of the approval of this application.

I hereby certify I have full knowledge the property I have an ownership interest in the subject of this application. I understand that any false, inaccurate or incomplete information provided by me or my agent will result in the denial, revocation or administrative withdrawal of this application, request, approval or permits. I acknowledge that additional information may be required to process this application. I further consent to the Town of Smithfield to publish, copy or reproduce any copyrighted document submitted as a part of this application for any third party. I further agree to all terms and conditions, which may be imposed as part of the approval of this application.

Property Owners Name (print) CFB Powersports, LLC  
Address 1043 Outlet Center Dr Zip 27517  
Phone Number 919-938-1592 Email carson@bulldoghardcoreadventure.com  
Signature: [Signature] Date: 7/25/25

### OWNER'S CONSENT FORM

Name of Event: Trike toberfest Submittal Date: 7/25/25

### OWNERS AUTHORIZATION

I hereby give CONSENT to Bulldog HD (type, stamp or print clearly full name of agent) to act on my behalf, to submit or have submitted this application and all required material and documents, and to attend and represent me at all meetings and public hearings pertaining to the application(s) indicated above. Furthermore, I hereby give consent to the party designated above to agree to all terms and conditions which may arise as part of the approval of this application.

I hereby certify I have full knowledge the property I have an ownership interest in the subject of this application. I understand that any false, inaccurate or incomplete information provided by me or my agent will result in the denial, revocation or administrative withdrawal of this application, request, approval or permits. I acknowledge that additional information may be required to process this application. I further consent to the Town of Smithfield to publish, copy or reproduce any copyrighted document submitted as a part of this application for any third party. I further agree to all terms and conditions, which may be imposed as part of the approval of this application.

Signature of Owner: [Signature] Print Name: Carson Baker Date: 7/25/25




## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

09/20/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b>  Brian Allen 807 Royall Avenue Goldsboro NC 275342537		<b>CONTACT</b> NAME: Brian Allen PHONE (A/C, No, Ext): 919-778-2300 FAX (A/C, No): E-MAIL: brian.allen.vaahil@statefarm.com ADDRESS: brian.allen.vaahil@statefarm.com	
<b>INSURED</b> GENTS BOUNTY BBQ LLC 718 BUCK SWAMP RD GOLDSBORO NC 275308037		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: State Farm Fire and Casualty Company NAIC # 25143 INSURER B: State Farm Mutual Automobile Insurance Company 25178 INSURER C: INSURER D: INSURER E: INSURER F:	

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD INSD	SUB WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:	N	N	93-AP-F122-0	08/15/2024	08/15/2025	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000						
	MED EXP (Any one person) \$ 5,000						
	PERSONAL & ADV INJURY \$ 1,000,000						
B	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	N	N	473 0899-E07-33	05/07/2024	11/07/2024	COMBINED SINGLE LIMIT (Ea accident) \$
	BODILY INJURY (Per person) \$						
	BODILY INJURY (Per accident) \$						
	PROPERTY DAMAGE (Per accident) \$						
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$
	AGGREGATE \$						
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					PER STATUTE \$
	E.L. EACH ACCIDENT \$						
	E.L. DISEASE - EA EMPLOYEE \$						
	E.L. DISEASE - POLICY LIMIT \$						

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

This form was system-generated on 09/20/2024

# Food Establishment Inspection Report

Score: 100

Establishment Name: GENTS' BOUNTY BBQ LLC

Establishment ID: 6096030139

Location Address: 718 BUCK SWAMP RD

City: GOLDSBORO State: North Carolina

Zip: 27530 County: 96 Wayne

Permittee: WILLIAM VANSKIKE

Telephone: (919) 750-2812

☒ Inspection ☐ Re-Inspection ☐ Educational Visit

Wastewater System:

☒ Municipal/Community ☐ On-Site System

Water Supply:

☒ Municipal/Community ☐ On-Site Supply

Date: 04/04/2025

Status Code: A

Time In: 4:45 PM

Time Out: 5:15 PM

Category#: III

FDA Establishment Type:

No. of Risk Factor/Intervention Violations: 0

No. of Repeat Risk Factor/Intervention Violations: 0

## Foodborne Illness Risk Factors and Public Health Interventions

Risk factors: Contributing factors that increase the chance of developing foodborne illness.

Public Health Interventions: Control measures to prevent foodborne illness or injury

Compliance Status		OUT	CDI	R	VR
<b>Supervision .2652</b>					
1	<input checked="" type="checkbox"/> OUT N/A	PIC Present, demonstrates knowledge, & performs duties	1	0	
2	<input checked="" type="checkbox"/> OUT N/A	Certified Food Protection Manager	1	0	
<b>Employee Health .2652</b>					
3	<input checked="" type="checkbox"/> OUT	Management, food & conditional employee; knowledge, responsibilities & reporting	2	1	0
4	<input checked="" type="checkbox"/> OUT	Proper use of reporting, restriction & exclusion	3	1.5	0
5	<input checked="" type="checkbox"/> OUT	Procedures for responding to vomiting & diarrheal events	1	0.5	0
<b>Good Hygienic Practices .2652, .2653</b>					
6	<input checked="" type="checkbox"/> OUT	Proper eating, tasting, drinking or tobacco use	1	0.5	0
7	<input checked="" type="checkbox"/> OUT	No discharge from eyes, nose, and mouth	1	0.5	0
<b>Preventing Contamination by Hands .2652, .2653, .2655, .2656</b>					
8	<input checked="" type="checkbox"/> OUT	Hands clean & properly washed	4	2	0
9	<input checked="" type="checkbox"/> OUT N/A NO	No bare hand contact with RTE foods or pre-approved alternate procedure properly followed	4	2	0
10	<input checked="" type="checkbox"/> OUT N/A	Handwashing sinks supplied & accessible	2	1	0
<b>Approved Source .2653, .2655</b>					
11	<input checked="" type="checkbox"/> OUT	Food obtained from approved source	2	1	0
12	<input checked="" type="checkbox"/> OUT	Food received at proper temperature	2	1	0
13	<input checked="" type="checkbox"/> OUT	Food in good condition, safe & unadulterated	2	1	0
14	<input checked="" type="checkbox"/> OUT N/A NO	Required records available: shellstock tags, parasite destruction	2	1	0
<b>Protection from Contamination .2653, .2654</b>					
15	<input checked="" type="checkbox"/> OUT N/A NO	Food separated & protected	3	1.5	0
16	<input checked="" type="checkbox"/> OUT	Food-contact surfaces: cleaned & sanitized	3	1.5	0
17	<input checked="" type="checkbox"/> OUT	Proper disposition of returned, previously served, reconditioned & unsafe food	2	1	0
<b>Potentially Hazardous Food Time/Temperature .2653</b>					
18	<input checked="" type="checkbox"/> OUT N/A NO	Proper cooking time & temperatures	3	1.5	0
19	<input checked="" type="checkbox"/> OUT N/A NO	Proper reheating procedures for hot holding	3	1.5	0
20	<input checked="" type="checkbox"/> OUT N/A NO	Proper cooling time & temperatures	3	1.5	0
21	<input checked="" type="checkbox"/> OUT N/A NO	Proper hot holding temperatures	3	1.5	0
22	<input checked="" type="checkbox"/> OUT N/A NO	Proper cold holding temperatures	3	1.5	0
23	<input checked="" type="checkbox"/> OUT N/A NO	Proper date marking & disposition	3	1.5	0
24	<input checked="" type="checkbox"/> OUT N/A NO	Time as a Public Health Control; procedures & records	3	1.5	0
<b>Consumer Advisory .2653</b>					
25	<input checked="" type="checkbox"/> OUT N/A	Consumer advisory provided for raw/ undercooked foods	1	0.5	0
<b>Highly Susceptible Populations .2653</b>					
26	<input checked="" type="checkbox"/> OUT N/A	Pasteurized foods used; prohibited foods not offered	3	1.5	0
<b>Chemical .2653, .2657</b>					
27	<input checked="" type="checkbox"/> OUT N/A	Food additives: approved & properly used	1	0.5	0
28	<input checked="" type="checkbox"/> OUT N/A	Toxic substances properly identified stored & used	2	1	0
<b>Conformance with Approved Procedures .2653, .2654, .2658</b>					
29	<input checked="" type="checkbox"/> OUT N/A	Compliance with variance, specialized process, reduced oxygen packaging criteria or HACCP plan	2	1	0

## Good Retail Practices

Good Retail Practices: Preventative measures to control the addition of pathogens, chemicals, and physical objects into foods.

Compliance Status		OUT	CDI	R	VR
<b>Safe Food and Water .2653, .2655, .2658</b>					
30	<input checked="" type="checkbox"/> IN OUT N/A	Pasteurized eggs used where required	1	0.5	0
31	<input checked="" type="checkbox"/> OUT	Water and ice from approved source	2	1	0
32	<input checked="" type="checkbox"/> IN OUT	Variance obtained for specialized processing methods	2	1	0
<b>Food Temperature Control .2653, .2654</b>					
33	<input checked="" type="checkbox"/> OUT	Proper cooling methods used; adequate equipment for temperature control	1	0.5	0
34	<input checked="" type="checkbox"/> IN OUT N/A NO	Plant food properly cooked for hot holding	1	0.5	0
35	<input checked="" type="checkbox"/> IN OUT N/A NO	Approved thawing methods used	1	0.5	0
36	<input checked="" type="checkbox"/> OUT	Thermometers provided & accurate	1	0.5	0
<b>Food Identification .2653</b>					
37	<input checked="" type="checkbox"/> OUT	Food properly labeled: original container	2	1	0
<b>Prevention of Food Contamination .2652, .2653, .2654, .2656, .2657</b>					
38	<input checked="" type="checkbox"/> OUT	Insects & rodents not present; no unauthorized animals	2	1	0
39	<input checked="" type="checkbox"/> OUT	Contamination prevented during food preparation, storage & display	2	1	0
40	<input checked="" type="checkbox"/> OUT	Personal cleanliness	1	0.5	0
41	<input checked="" type="checkbox"/> OUT	Wiping cloths: properly used & stored	1	0.5	0
42	<input checked="" type="checkbox"/> OUT N/A	Washing fruits & vegetables	1	0.5	0
<b>Proper Use of Utensils .2653, .2654</b>					
43	<input checked="" type="checkbox"/> OUT	In-use utensils: properly stored	1	0.5	0
44	<input checked="" type="checkbox"/> OUT	Utensils, equipment & linens: properly stored, dried & handled	1	0.5	0
45	<input checked="" type="checkbox"/> OUT	Single-use & single-service articles: properly stored & used	1	0.5	0
46	<input checked="" type="checkbox"/> OUT	Gloves used properly	1	0.5	0
<b>Utensils and Equipment .2653, .2654, .2663</b>					
47	<input checked="" type="checkbox"/> OUT	Equipment, food & non-food contact surfaces approved, cleanable, properly designed, constructed & used	1	0.5	0
48	<input checked="" type="checkbox"/> OUT	Warewashing facilities: installed, maintained & used; test strips	1	0.5	0
49	<input checked="" type="checkbox"/> OUT	Non-food contact surfaces clean	1	0.5	0
<b>Physical Facilities .2654, .2655, .2656</b>					
50	<input checked="" type="checkbox"/> OUT N/A	Hot & cold water available; adequate pressure	1	0.5	0
51	<input checked="" type="checkbox"/> OUT	Plumbing installed; proper backflow devices	2	1	0
52	<input checked="" type="checkbox"/> OUT	Sewage & wastewater properly disposed	2	1	0
53	<input checked="" type="checkbox"/> OUT N/A	Toilet facilities: properly constructed, supplied & cleaned	1	0.5	0
54	<input checked="" type="checkbox"/> OUT	Garbage & refuse properly disposed; facilities maintained	1	0.5	0
55	<input checked="" type="checkbox"/> OUT	Physical facilities installed, maintained & clean	1	0.5	0
56	<input checked="" type="checkbox"/> OUT	Meets ventilation & lighting requirements; designated areas used	1	0.5	0
<b>TOTAL DEDUCTIONS: 0</b>					



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Page 1 of Food Establishment Inspection Report, 12/2023



Establishment Name: <u>GENTS' BOUNTY BBQ LLC</u>	Establishment ID: <u>6096030139</u>
Location Address: <u>718 BUCK SWAMP RD</u>	<input checked="" type="checkbox"/> Inspection <input type="checkbox"/> Re-Inspection Date: <u>04/04/2025</u>
City: <u>GOLDSBORO</u> State: <u>NC</u>	<input type="checkbox"/> Educational Visit Status Code: <u>A</u>
County: <u>96 Wayne</u> Zip: <u>27530</u>	Comment Addendum Attached? <input type="checkbox"/> Category #: <u>III</u>
Wastewater System: <input checked="" type="checkbox"/> Municipal/Community <input type="checkbox"/> On-Site System	Email 1: <u>gentsbountybbq@gmail.com</u>
Water Supply: <input checked="" type="checkbox"/> Municipal/Community <input type="checkbox"/> On-Site System	Email 2: _____
Permittee: <u>WILLIAM VANSKIKE</u>	Email 3: _____
Telephone: <u>(919) 750-2812</u>	

[illegible]

Authorize final report to  
be received via Email:



# Request for Town Council Action

**Consent  
Agenda  
Item:** **Application  
for  
Temporary  
Use Permit**  
**Date:** 09/02/2025

---

**Subject:** Parks and Recreation  
**Department:** Planning Department  
**Presented by:** Planning Director – Stephen Wensman  
**Presentation:** Consent Agenda Item

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## Issue Statement

The Council is being asked to allow Parks and Recreation to hold Fall Fridays on Front at the Neuse River Amphitheater.

## Financial Impact

None.

## Action Needed

Council approval of the Temporary Use Permit Application

## Recommendation

Staff recommends approval of the Temporary Use Permit Application

Approved: ☒ Town Manager ☐ Town Attorney

## Attachments:

1. Staff Report
2. Temporary Use Permit Application



# Staff Report

**Consent  
Agenda  
Item:** **Application  
for  
Temporary  
Use Permit**

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Smithfield Parks and Recreation is requesting to hold Fall Fridays on Front Street at the Neuse River Amphitheater on September 5<sup>th</sup>, October 3<sup>rd</sup> and November 7<sup>th</sup>, 2025. These Fall concerts would run from 7:00 pm to 10:00 pm. Amplified sound will be used between 3:00 pm and 10:00 pm. Over 100 people are expected to attend. Alcohol and food will be sold. The applicant has requested to close South Front Street. Smithfield Police will provide a police presence. No trash cans have been requested.



## Temporary Use Permit Application

Completed applications must be submitted at least 4 weeks prior to the event by emailing Julie Edmonds at [julie.edmonds@smithfield-nc.com](mailto:julie.edmonds@smithfield-nc.com) or by dropping them off in the Town of Smithfield Planning Department. All applicants should read the following pages before completing all sections required. Incomplete applications may increase the permit processing time. All required information must be submitted along with this application in order for it to be processed. If a person other than the property owner signs this application, a notarized written authorization from the property owner must be attached.

### TYPES OF TEMP USE OR EVENT

- ☒ Special Event
- ☒ Town recognized event \_\_\_\_\_
  - ☒ Over 100 people in attendance
  - ☒ Live Band or Amplified Sound \_\_\_\_\_
  - ☒ Requires closure or blockage of Town Street
  - ☒ Involves Food Trucks
  - ☐ Requires Security (potential safety, security concerns)
  - ☐ Involves structures larger than 200 square feet and canopies larger than 400 square feet
  - ☒ Involves Town Park property
  - ☐ Involves Fireworks (Contact Smithfield Fire Department 919-934-2468)

### OTHER TEMP USES

- ☐ Modular Office Units
- ☐ Emergency, construction and repair residence
- ☐ Temporary storage facility (portable storage unit)
- ☐ Sale of agricultural products grown off-site
- ☐ Sale of Fireworks
- ☐ Other (please describe) \_\_\_\_\_

Fall Friday's on Front Street

Name of Event

Nuese River Amphitheatre 150 S Front St

Location of Event/Use (exact street address)

### APPLICANT:

Name Tiffany Pearson/ Smithfield P & R  
Address 600 M Durwood Stephenson Pkwy  
Phone number 919-934-2148  
Email address tiffany.pearson@smithfield-nc.com  
Event date Sept. 5th, Oct. 3rd, Nov. 7th  
Event start time 7pm music starts  
Event set up time 3pm-7pm  
Sound Amplification Type Music groups  
Sound Amplification Time 3pm-10pm

### PROPERTY OWNER:

Name Town of Smithfield  
Address 600 M Durwood Stephenson Pkwy  
Phone number 919-934-2148  
Email address tiffany.pearson@smithfield-nc.com  
Will alcohol be sold or served? Y or N  
Event end time 10pm  
Event cleanup time 10pm-11:30pm  
Will food or goods be sold? Y or N

# Food Trucks (if applicable) \_\_\_\_\_ (Each Food Truck Requires Certificate of Inspections by Johnston County Environmental Health Department, Proof of Insurance, A Copy of the Vehicle or Trailer Registration and/or ABC Permit, if applicable and must be submitted with this application).

Security agency name & phone, if applicable: \_\_\_\_\_

(If using Smithfield Police, applicant must contact the PD to schedule security.)

Will any town property be used (i.e., streets, parks, greenways)? Nuese River Amphitheater

If any town streets require closure, please list all street names. Front Street South

Are event trash cans needed? Y or N How many? \_\_\_\_\_

**Please provide a detailed description of the proposed temporary use or special event:**

**We are having our fall concert series.**

**Temporary Use Submittal Checklist:**

1. Completed Temporary Use Permit application
2. Other documentations deemed necessary by the administrator
3. Application fee - \$100
4. Site plan, if required by the administrator

**Method of Payment:** Cash \_\_\_\_\_ Check# \_\_\_\_\_ Credit Card \_\_\_\_\_ Amount \$ \_\_\_\_\_

**Payment Received By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**CERTIFICATION OF APPLICANT AND/OR PROPERTY OWNER**

I hereby certify that the information contained in this application is true to the best of my knowledge and I further certify that this event/use will be conducted per all applicable local laws. I certify that I have received the attached information concerning the regulations for temporary uses. If an event, I certify that I have notified all adjoining property owners of the planned event.

Smithfield PER

Tiffany Pearson

Applicant's Name (Print)

[Signature]

Signature

8/12/2025

Date

Planning Director Signature: [Signature]

8/13/25

Date



# Request for Town Council Action

**Consent  
Agenda  
Item:**  
**Street  
Sweeper**  
Date: 09/02/2025

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**Subject:** Purchase of 2025 City Cat Street Sweeper 5006  
**Department:** Public Works – Storm Water Division Department  
**Presented by:** Public Works Director - Lawrence Davis  
**Presentation:** Consent Agenda Item

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## Issue Statement

For the Public Works Department to purchase a 2025 City Cat Street Sweeper 5006

## Financial Impact

Council approved in the FY26 budget \$290,000; no financial impact outside the budget (\*\*Note – budget approved this to be purchased with a loan. The Finance Officer will secure the best interest rate for this purchase to combine with the Knuckle boom totaling in a \$420,000 loan)

## Action Needed

Approval or denial of the purchase.

## Recommendation

Staff recommends awarding the purchase contract to Bucher Municipal in the amount of \$289,500

**Approved:** ☒ Town Manager ☐ Town Attorney

## Attachments:

1. Staff Report
2. Street Sweeper Bids



# Staff Report

**Consent Street  
Agenda Sweeper  
Item:**

The Town Council approved \$290,000.00 for FY 25/26 under the Public Works Sanitation capital line to purchase a new Street Sweeper. The Public Works department received proposals from three (3) companies and are as follows.

- |  |              |
|--|--------------|
| 1. Bucher Municipal (City Cat Street Sweeper 5006) | \$289,500.00 |
| 2. Amick Equipment (Tymco 435 Street sweeper)      | \$232,424.00 |
| 3. Ravo 51 Series (Street Sweeper)                 | \$338,800.00 |

Although Tymco is cheaper in price the sweeper did not fare well on the demo testing. The Ravo and the Bucher Municipal tested well. The Bucher Municipal (City Cat Street Sweeper 5006) is within our price point, and it uses the same brushes that the Towns current Ravo sweeper uses. Meaning the brushes are interchangeable, so the cost will remain the same making it easy to purchase from the same vender. Also, the system operation functions are fairly the same as the Ravo we have now. The Tymco would require operation training and new brushes that would not interchange with the current Ravo we have, which we intend on using as a backup sweeper.

Bucher Municipal (City Cat Street Sweeper 5006)	estimated time 4 – 6 weeks
Amick Equipment (Tymco 435 Street sweeper)	estimated time 6 - 8 months
Ravo 51 Series (Street Sweeper)	estimated time 10 months - out of price range

It is the recommendation of the Public Works department to purchase the 2025 t in the Bucher Municipal (City Cat Street Sweeper 5006) in the amount of \$289,500.00 with additional tags and warranties.

c



3605 Augusta Hwy.  
Gilbert, SC 29054  
(803) 358-0221  
Website: [www.southern-vac.com](http://www.southern-vac.com)

August 5, 2025

Town of Smithfield  
Attn: Lawrence Davis  
231 Hospital Rd.  
Smithfield, NC 27577

Mr. Sliger,

Thank you for considering Southern Vac for your equipment needs.

Southern Vac is pleased to offer the *Town of Smithfield* the following quote on a *Ravo R5 Model Street Sweeper*. If you have any questions regarding this quote, I can be reached at (803) 563-0809.

Thanks,

Justin Borman



## **Specifications for: Town of Smithfield**

- Cabin RAVO 990 White
- Container RAVO 9900 White
- Chassis RAVO 147 Pearl Gray
- Instruction Plates English
- 6.5 Yard Stainless Steel Debris Tank
- Gutter Brush Angle Adjustment Right and Left
- Wide Sweeping
- Heavy Duty Fan (Borium)
- Suspended Swivel Wheel
- Coated Suction Nozzle
- Coated Suction Tube
- Coated Suction Tube Bend
- Coated Suction Tube Extension
- Discom Exhaust Silencer TIER 4
- Air Suspended Driver Seat
- Air-Conditioning
- 12 Volt Plug In Cable
- Inspection Door Retainer Stainless Steel
- Easy Lifiable Grid
- Suction Nozzle Camera Color, Rear View Camera Color and Side View Camera Color
- Blind Spot Camera
- High Pressure Water Pump with Spray Gun
- Dual Tires Rear 40km/h
- License Plate Holder
- Step Up on Brush System

- 2 Front Brooms with Angle Adjustment L & R
- Toolbox
- Wander Hose 8in Including Mounting Rack

**Total Price: \$338,245.00**

\*Price good for 30 days

**\*\*ALL APPLICABLE SALES TAX AND FEES ARE NOT INCLUDED IN THE QUOTE\*\***



## TERMS AND CONDITIONS

1. Binding Agreement. By executing this Sales Agreement (the "Agreement"), Purchaser agrees to purchase from CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC the equipment and attachments described on the face hereof (collectively referred to herein as the "Equipment") pursuant to the terms and conditions specified in this Agreement.
2. Purchase of Equipment. CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC will have no obligation to fulfill timely orders for Equipment which are out-of-stock or otherwise, unavailable, but CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC will promptly notify you of such unavailability or delay as soon as it becomes aware of it. Any terms and conditions contained in Purchaser's documents that are different or in addition to the terms and conditions herein, including but not limited to letters, purchase orders or sales acknowledgements, are hereby rejected by CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC, are not a part of this Agreement, and shall be of no effect or binding upon CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC unless specifically agreed to in writing by an authorized officer of CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC. Failure by CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC specifically to object to provisions contained in such documents shall not in any way be deemed an alteration to or waiver of these terms and conditions.
3. Price and Other Expenses. All prices set forth on the face of this Agreement, are the purchase prices of the Equipment. Purchaser shall be responsible for all expenses relating to the Equipment purchased including but not limited to (a) any federal, state, local, foreign or provincial taxes or tariffs, now or hereafter enacted, applicable to the Equipment, as further set forth in Section 7, below; (b) standard shipping or other special transportation costs to the point of delivery specified by Purchaser; (c) all charges in the event payment from Purchaser is delinquent, including, without limitation, all costs and expenses, including attorney's fees, of collecting any amount not paid when due hereunder; and (d) all other expenses, not included in the sale and delivery contemplated above, of whatever kind or nature, relating to special insurance requirements, the purchase, shipment, transportation or delivery of Equipment.
4. Equipment Delivery. Unless otherwise agreed, all shipments will be made by third-party carriers chosen by CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC or its designees, at costs, tariffs and other charges, and in accordance with terms and conditions established, by CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC and its designees from time to time.
5. Risk of Loss. The risk of loss associated with any Equipment and title passes to Purchaser upon delivery of the goods to the shipping point, FOB, subject to the reservation of a security interest to CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC in Section 6 of this Agreement. CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC shall have no liability of any kind or nature, whether for consequential or other damages for any reason whatsoever, relating to shipment of Equipment purchased by Purchaser, including but not limited to damage to the Equipment, taxes, duties, loss, theft or any illness of or personal injury to any person or property under any environmental, health or safety law. Purchaser acknowledges that there may be a delay between the time the Equipment is delivered to the shipping point and Purchaser receiving an invoice and/or full completion of the title transfer paperwork and that the transfer of risk of loss stated in the paragraph occurs as stated regardless of the full completion of the title transfer paperwork.
6. Payment and Credit. Purchaser shall pay for all Equipment in accordance with payment terms set forth on the face of this Agreement. Purchaser's right to purchase any Equipment is conditioned upon approval of Purchaser's credit and may be withdrawn or amended at any time by CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC in its sole discretion. A late payment charge of one and one-half (1.5%) percent per month shall be added to all invoices which are delinquent, subject to federal, state and local laws, calculated from the original due date of the invoice until payment in full. In the event Purchaser is delinquent, Purchaser shall pay all costs of collection, including but not limited to reasonable attorneys' fees. Should Purchaser become delinquent in the payment of any sum due under this Agreement, all contractual or other obligations of CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC to Purchaser shall terminate without further notice to Purchaser. CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC retains, and Purchaser hereby grants CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC, a purchase money security interest in the Equipment, including all accessions to and replacements of them, to secure the payment of the purchase price of the Equipment, until Purchaser has made payment in full in accordance with the terms hereof, and Purchaser shall cooperate fully with CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC in executing such documents, including a Uniform Commercial Code financing statement, and accomplishing such filings and/or recordings thereof as CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC deems necessary for the perfection, protection and enforcement of such security interest. Purchaser hereby appoints CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC or CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC'S agent or designee as Purchaser's attorney-in-fact with power to execute all such financing statements pursuant hereto in the name and stead of Purchaser.
7. Taxes and Other Charges. Purchaser is responsible for the payment of all federal, state, local, foreign, or provincial taxes (now or hereafter enacted), fees, or charges which may be assessed or levied now or hereafter on or on account of materials sold hereunder to Purchaser. Published prices do not include such taxes, which may be added by CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC to the

invoice where CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC has a legal obligation to collect them. When Purchaser claims that this transaction is not subject to any such tax, or that Purchaser is exempt, or that CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC is not required to collect such tax, Purchaser agrees to provide CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC with any documentation necessary to support such a claim and to allow CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC to document its decision not to collect tax(es).

8. Acceptance; Non-Conforming Equipment; Sole Remedy. Purchaser agrees to accept all Equipment upon delivery to Purchaser where the Equipment is in material conformity with CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC's or the applicable manufacturer's published description or specifications of such Equipment. In any event, Equipment shall be deemed automatically, irrevocably and conclusively accepted without defects when Purchaser has had possession of the Equipment for five (5) days and has failed to notify CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC that the Equipment has been rejected and the reasons for such rejection. Such acceptance shall occur regardless of the full completion of any title transfer paperwork. Purchaser's sole remedy hereunder for CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC's failure to deliver Equipment in material conformity with applicable published description or specifications of such Equipment shall be, at CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC's option, the replacement of such non-conforming Equipment with conforming Equipment, or refund of the applicable purchase price paid therefor.

9. Purchaser Representations and Covenants. Purchaser shall be solely responsible for the use and disposition of the Equipment, including, without limitation, the obtaining of all permits, licenses or certificates required for the use thereof. Purchaser agrees to use the Equipment only in accordance with all laws, rules and regulations applicable thereto.

10. Indemnification. Purchaser shall indemnify, defend and hold CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC harmless from any and all liabilities, claims, demands, causes of action, or suits of whatever nature including, but not limited to, attorneys' fees and litigation expenses, arising from any: (a) breach by Purchaser of any representation or covenant made by Purchaser under this Agreement; (b) breach by Purchaser of any provision of this Agreement; (c) failure of Purchaser to comply with applicable environmental, health and safety laws; and (d) any use by Purchaser or third parties of the Equipment sold to Purchaser. Notwithstanding the foregoing, Purchaser shall not be liable to CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC for any portion of such liabilities that result from CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC's gross negligence or willful misconduct.

11. Equipment Warranties. Some Equipment may come with limited warranties. Purchaser may obtain a copy of the applicable equipment warranty by contacting CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC. EXCEPT FOR THEAFOREMENTIONED LIMITED WARRANTIES OF VARIOUS EQUIPMENT, TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC DISCLAIMS ANY AND ALL REPRESENTATIONS AND WARRANTIES, WHETHER ORAL OR WRITTEN, EXPRESS OR IMPLIED, INCLUDING (WITHOUT LIMITATION) ANY IMPLIED WARRANTIES AS TO MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE WITH RESPECT TO THE EQUIPMENT.

12. Limitations on Liability. IN NO EVENT SHALL CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC BE LIABLE FOR LOSS OF PROFITS, INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES ARISING OUT OF ANY BREACH OF THIS AGREEMENT OR OBLIGATIONS UNDER THIS AGREEMENT, AND IN NO EVENT SHALL THE LIABILITY OF CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC EXCEED THE UNIT PRICE OF THE DEFECTIVE EQUIPMENT. ANY ACTION BY PURCHASER UNDER OR RELATING TO THIS AGREEMENT SHALL COMMENCE WITHIN TWELVE (12) MONTHS AFTER SUCH CAUSE OF ACTION ACCRUED. CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC'S LIABILITY SHALL BE LIMITED AS SET FORTH HEREIN AND OTHER PROVISIONS OF THIS AGREEMENT.

13. Force Majeure. CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC shall not be responsible for any failure to perform the contract formed hereunder due to causes beyond its control, including, but not limited to, acts of God, labor disputes or shortages, acts or omissions of buyer, government or judicial authorities, or military authorities, delays in transportation, or inability to obtain necessary materials or supplies, all whether foreseen or unforeseen.

14. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of South Carolina, without regard to the choice of law provisions thereof. Any dispute or claim relating to or arising out of or in connection with this Agreement shall be finally settled by binding arbitration in Gilbert, South Carolina using the then current rules and procedures of the American Arbitration Association. Notwithstanding the foregoing, nothing herein shall preclude either party from seeking injunctive relief in any state or federal court of competent jurisdiction in South Carolina without first complying with the arbitration provisions of this Section, and each party hereby consents to the exclusive jurisdiction of state and federal courts in South Carolina for such purpose.

15. Complete Agreement; Severability; Non-Waiver; No Third Party Beneficiaries. This Agreement constitutes the entire understanding between Purchaser and CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC with respect to the purchase of Equipment, superseding all prior written and oral communications and understandings. If any provisions or portion of this Agreement is not given legal effect by a court of competent jurisdiction, such provisions or portions shall drop out of this Agreement and the remaining provisions and portions of this Agreement shall be construed and enforced. This Agreement shall not be interpreted or construed to confer any rights or remedies upon any third parties. CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC's failure to exercise any of its rights for any period shall not constitute or be deemed a waiver or forfeiture of such rights.

Customer Signature: \_\_\_\_\_  
\_\_\_\_\_

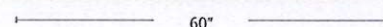
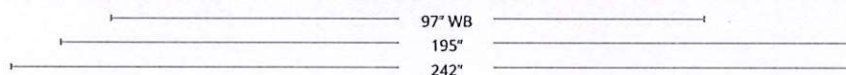
Date:

Southern Vac Representative: \_\_\_\_\_  
\_\_\_\_\_

Date:

# CityCat 5006

# BUCHER

  
municipal


## Dimensions

Length	195" (4945 mm)
Width	71" (1798 mm)
Height	99" (2500 mm)
Wheelbase	97" (2450 mm)
Track	60" (1513 mm)
Max. cleaning width 2 brushes	99" (2533 mm)
Max. cleaning width 3 brushes	138" (3520 mm)
Max. cleaning width 3 brushes (RCB)	148" (3768 mm)
Turning radius	116" (2950 mm)

## Tires

265 / 70 R 19.5 140 / 138M

\* According to national legislation

## Noise level cab

63 dB(A)

## Driving performance

Working speed 1-12 MPH	Travelling speed
	31 MPH*
Climbing ability	30%

## Chassis

Bucher fabricated ladder frame chassis with "C" rail construction.

GVW	23,150 lbs (10500 kg)
Empty weight	12,125 lbs (5500 kg)
Payload	11,023 lbs (5000 kg)

## Engine

FPT, Iveco NEF Tier 4 Final	141 HP
Engine displacement	4485 cm <sup>3</sup>
Output	141 HP @ 2,200 RPM
Torque	427 ft lbs (608 Nm)
Fuel tank	29 gal
Electrical system	24 V



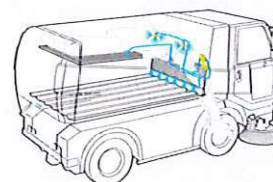
## Low-emission Engine

The smooth-running, high-torque Iveco engine with extremely low fuel consumption and emission levels allows exceptionally reliable and economical operation.



## Large 7-Inch central display

Thanks to the diagnostics system, the 7-inch central display provides easy access to all relevant machine data such as total running time and working hours, operational and road travel, fuel consumption etc.



## Easy Clean System

The operator simply activates the EasyClean self-cleaning function. The blower, filter screen, dirty water tank, side walls and other difficult to reach pockets of dirt are then sprayed by the cleaning nozzles. The machine is perfectly clean within a couple of minutes.

# CityCat 5006

## Steering

Hydrostatic controlled four wheel steering, 80 km/h mechanical variant.

## Axles

Drive-axle at the rear with differential and planetary hub reduction. Running axle at the front.

## Hydraulic

The latest electronic control concept makes it possible to control the diesel engine in terms of optimal consumption and noise for a hydrostatic drive over the entire speed range. Without compromising on performance.

Diesel consumption and exhaust pollutant emissions have been greatly reduced thanks to the electronic control concept and the Euro 6c diesel engine. Valuable resources and the entire vehicle system are protected. Test drives have resulted in diesel savings of 30% as well as a 20% noise reduction when passing by in road travel mode. On top of that, the positive effect can also be seen in the operating costs.

## Brakes

Hydraulic, dual-circuit high performance brake system with double callipers on each side on front axis and single calliper on rear axis. Manually operated parking brake, acting hydraulically on additional brakes disc ahead of differential.

## Driver's cab

Comfortable, hydro bearing suspension, soundproofed cab. Windscreen made of heat-insulating, curved, low-reflection safety glass. 2 sliding windows in each door. Multi-speed heating fan. Sun visor. Windscreen wiper/washer system Air-sprung driver's seat and sprung passenger's seat, each individually adjustable. Steering column can be adjusted in both the angle and height. Clearly and ergonomically arranged operating and monitoring instruments with a 7" colour display. Visual and acoustic alarm for temperature and liquid level monitoring. Visual diagnostic system with intuitive design.

## Pick-up system

Pick-up principle based on suction, with retracted, rust-proof suction nozzle in front of axis, can be hydraulically moved 15" laterally with the side brush. Hydraulic suction nozzle height adjustment. Stepless adjustable high-power suction fan.

## Hopper

Hopper volume hydraulic tipping and opening. 7.3 YD<sup>3</sup> stainless steel

Dumping height, dumping	low 37" (930 mm)
-------------------------	---------------------

Dumping height, dumping	high 61" (1550 mm)
-------------------------	-----------------------

Dumping width	67" (1700 mm)
---------------	---------------

Tipping angle	51°
---------------	-----

## Water system

Water capacity	232 gal
----------------	---------

1 water pump for water nozzle	
-------------------------------	--

## Brushes

2 side brushes left and right	Ø 35" (900 mm)
-------------------------------	----------------

Variable speed adjustment	0-150 rpm
---------------------------	-----------

Impact-proof brush suspension – impact protection

3rd front brush for maximum cleaning width of 3768 mm, can be used left and right

## Options

- Air conditioning
- High Dump
- Water recirculation system
- Wander hose
- Weed brush
- Hydraulic tilt of the side brushes
- Water flushing bar
- High pressure water system
- EasyClean system
- Gutter guard lifting gear
- LED work light
- Rear view and suction nozzle camera
- Data capture

A range of options are available – contact us for more information.

Subject to change without notice.

Scan for your free report



The 5 Things  
You Must Know  
Before Buying a  
Street Sweeper



Driven by better



Customer Name	Town of Smithfield, NC
Contact Name	Michael Sliger
Address	231 Hospital Rd.
City, State, Zip	Smithfield, NC 27577
Phone Number	(919) 989-6570
Email Address	<a href="mailto:michael.sliger@smithfield-nc.com">michael.sliger@smithfield-nc.com</a>

## Standard Features:

### 7.3 Cubic Yard 4003 Stainless Steel Hopper & Fan Case

Iveco Turbo 4 cylinder in-line Diesel; Tier 4 Final; 138 HP @ 2200 rpm; Intergrated Engine Diagnostic System

Full Hydrostatic Transmission with 25 mph Transit Speed

GVM 23,150 lbs; Payload 11,025 lbs with a turning radius of 9.5 ft curb to curb

31" Stainless Steel Vacuum Nozzle with 10" suction hose and Leaf flap.

Hydrostatic Controlled 4-Wheel Steering; turning radius 9' 5" curb to curb.

Two (2) 35" Poly/Steel Gutter Brooms; variable speed adjustment 0-150 rpm; impact proof suspension.

37" Standard Dump Height; Optional High Dump 61"; tipping angle 50 degrees.

Spacious High Visibility Custom Cab, with window in cabin floor to always view working suction nozzle.

Ergonomically positioned 7" CANview Display System and data capture

**235 gallon water tank; In-Cab Nozzle volume adjustment.**

Engine Fuel Tank - 30 gallons with 8 gallon Ad Blue tank

In Cab Noise Level - 63 dB(A)

Electrical System - 24 volt

Gradeability - up to 30%

Sweep Path: (2) Gutter Brooms and Suction Nozzle = 8 feet

Steering Column - Tilt and Height Adjustment

Heated Windshield

Heater with Two (2) Speed Fan

Body Painted In Standard Factory White

Bucher Data Capture USB Flash Drive

1 Sweeper Parts/Service CD In English

1 Sweeper Operator's Manual In English

Tires - 4 Wheels 265/70 R 19.5

ID Number	Description	Price	Extended Price
KF517	VR50 City Cat Purpose Built Street Sweeper	\$215,000	\$215,000
KCC01	Air Conditioning - Fully Intergarted	\$4,900	\$4,900
KCC32	Camera Single Rear Displaying on JVM		
KCC33	Cameras - Rear and Nozzle Displaying on JVM		\$3,100
KCC12	Radio / CD Player		\$0
KE025	Overload Indicator		\$0
KCC36	Deluxe Driver Seat - Isri. Weight, height and Lumbar adjustments.		\$0
KE006	Electronic Battery Isolator		\$2,400
KZ005	Fire Extinguisher ( 5lbs. dry powder)		\$0
KAC39	Wanderhose - 360 degree Top turn-table mounted, spring balanced with 6" diameter & 16 feet long hose.		\$0



Customer Name  
Contact Name  
Address  
City, State, Zip  
Phone Number  
Email Address

Town of Smithfield, NC  
Michael Sliger  
231 Hospital Rd.  
Smithfield, NC 27577  
(919) 989-6570  
[michael.sliger@smithfield-nc.com](mailto:michael.sliger@smithfield-nc.com)

KAC79	Wanderhose w/ Hydraulic Supported; 360 degree Top turn-table mounted; 8" diameter & 21 feet long		\$0
KAC40	Hopper Easy Clean - Flushes hopper, fan & mesh.		\$3,000
KAC38	Hopper Mesh Lift Kit - hand pump		\$1,800
KGC52	High Dump Hopper - 4003 Stainless Steel; Dump Height - 61"		\$6,500
KGC59	Additional Water Tank <b>Standard Dump</b> - 296 gallons; total water capacity - 530 gallons		\$0
KGC60	Additional Water Tank <b>High Dump</b> - 296 gallons: total water capacity - 530 gallons		\$0
KAC28	Front Mounted 3rd Brush, Dual Rotation,		\$12,500
KAC25	In-Cab Dual Gutter Broom Tilt - Hydraulic Controlled		\$3,000
KAC53	In-Cab Dual Gutter Broom Down Pressure Control. Includes Independent Lift Control		\$4,400
KAC48	Rubber Lined Nozzle, Intake Seat & Inlet Duct. Lined with 5mm thick increase wear rubber.		\$0
KW027	HD High Pressure Water System - Includes hand lance & reel. 2900 PSI / 8 GPM to 1500 PSI / 5 GPM		\$6,800
KW014	High Pressure Spray Bar Behind Suction Nozzle		\$2,500
KX065	Centralized & Auto Grease System - all grease points; Standard Dump		\$0
KX067	Centralized & Auto Grease System - all grease points; High Dump		\$0
KCC35	KCC35 - Cruise Control (Sweep Speed Control)		\$1,500
KCC11	Sweeping Mirror Right Hand Side		\$460
KX071	1 Extra Set of Keys - Ignition, Fuel and Cab Door		\$0
BMNA 105	Rotating LED Beacon - Cab or Rear Mounted. Each Pricing. Advise Location Upon Ordering		\$0
KX070	Data Capture via USB Memory Stick		\$0
KE041	Working LED Light - RH or LH Gutter Brooms or Suction Nozzle. Each Pricing. Advise Location Upon on ordering.	\$550	\$1,650
KDC50/51	Additional Operating or Spare Parts Manuals - English only ... Each Pricing		\$0
BMNA 300	Custom Paint Color: Dealer must provide a 3x5 paint sample and the RAL or PPG paint code.		\$0
			\$269,510



Customer Name	Town of Smithfield, NC
Contact Name	Michael Sliger
Address	231 Hospital Rd.
City, State, Zip	Smithfield, NC 27577
Phone Number	(919) 989-6570
Email Address	<a href="mailto:michael.sliger@smithfield-nc.com">michael.sliger@smithfield-nc.com</a>

SPECIAL OPTIONS AND MODIFICATIONS		Price
CBC050 - Connect Go - NC		\$0
8% Tariff Surcharge		\$17,249
		\$0
Delivery And Training...		\$2,741
Special Options and Modifications Subtotal		
Total Price		\$289,500

Bid Submitted By	Justin Borman, Territory Mgr. / Jody Moses, Sales Mgr.
Date	7-Jul-25



For NCSA Contract Purchases:  
Please send P.O. to Amick & NCSA including:  
Contract #, Spec #, Contact Info, & Fed. Tax ID #  
NCSA: kmitman@ncsheriffs.net  
[LINK: NCSA Terms & Conditions](#)

END USER: SMITHFIELD, NC  
MICHAEL SLIGER  
EQUIPMENT INSTALL TYMCO - WACO, TX  
LOCATION:

CONTRACT #  
26-10-0422  
ITEM #  
2809

Description	Contract Price
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MODEL:	TYMCO 435
SIZE:	4.35 YD
PAINT:	WHITE
WARRANTY:	TYMCO: 1 YR SWEEPER, 2 YR SKIDS. AUX. ENGINE: SEE MFG. WARRANTY FOR DETAILS.

**STANDARD EQUIPMENT INCLUDED**

AUXILIARY ENGINE: KUBOTA V2403-CR-TE48 FINAL TIER-4 TURBO CHARGED DIESEL 4 CYL; 148.5 CID; 56 HP @ 2100 RPM; TORQUE 140 FT LB. @ 2100 RPM.

FUEL WATER SEPARATOR

DONALDSON POWERCORE AIR FILTER WITH PRECLEANER.

AUXILIARY ENGINE PROTECTION SYSTEM. DERATE OR SHUTDOWN WHEN ENGINE PROBLEM IS DETECTED SUCH AS HIGH COOLANT TEMPERATURE OR LOW OIL PRESSURE.

ABRASION PROTECTION PACKAGE. BOLT-IN REPLACEABLE RUBBER OR POLY LINERS TO PROTECT AREAS PRONE TO ABRASION IN SANDY APPLICATIONS. INCLUDES SUCTION INLET LINER, DUST SEPARATOR LINER, BLOWER HOUSING LINER; PICK-UP HEAD SUCTION NOZZLE LINER AND PRESSURE WEAR PADS; HEAVY DUTY PRESSURE AND SUCTION HOSES.

BLUE LOGIC CONTROL SYSTEM. SEE BLUELOGIC BROCHURE FOR COMPLETE DETAILS. MULTIPLEXED ELECTRICAL SYSTEM INCLUDES HARDWARE AND TYMCO DESIGNED SOFTWARE THAT INTEGRATES THE IN-CAB CONTROLS TO THE AUXILIARY ENGINE AND ALL SWEEPER FUNCTIONS, INCLUDING ADDITIONAL SAFETY FEATURES. THE BLUELOGIC CONTROL SYSTEM PROVIDES SWEEPER AND AUXILIARY ENGINE DATA TO THE OPERATOR THROUGH THE TOUCHSCREEN DISPLAY AND INTERACTIVE MULTICOLOR SWITCHES.

FEEDBACK INCLUDES HOUR METERS (TRIP AND TOTAL) FOR THE AUXILIARY ENGINE, PICKUP HEAD, BLOWER, GUTTER BROOMS AND WATER PUMP IF APPLICABLE.

SWEEPER ODOMETER RECORDS CURB MILES SWEEPED & SWEEPING HOURS.

SERVICE REMINDERS, CUSTOM REMINDERS, OVERSPEED WARNING, LOW WATER AUDIBLE ALARM, DUST CONTROL SYSTEM WINTERIZATION GUIDE.

ON-BOARD DIAGNOSTICS (OBD) FOR THE AUXILIARY ENGINE & SWEEPER.

DUST SEPARATOR CLEANOUT PLUG EXTENSION HANDLE.

HOPPER SAFETY PROP.

HOPPER INSPECTION DOOR.

HOPPER DRIP EDGE EXTENSION.

HYDRAULIC SYSTEM FILTER RESTRICTION INDICATOR

HYDRAULIC TANK SIGHT/TEMPERATURE GAUGE

LEFT GUTTER BROOM, FLOODLIGHT, PARABOLIC MIRROR

435 GULLWING LOCKABLE STORAGE COMPARTMENT. A MODULAR DESIGN MULTI-CHAMBER COMPARTMENT WITH A COMBINED 55 CU.FT. OF PROTECTED STORAGE CAPACITY, ACCESSIBLE FROM LEFT OR RIGHT HAND SIDE THROUGH LARGE GULL WING DOORS; AUXILIARY ENGINE AND BLOWER AREA ACCESSED THROUGH SWING AWAY SIDE ACCESS PANELS.

REAR LOCKABLE STORAGE COMPARTMENTS (2) - 26 CU. FT. TOTAL CAPACITY.

PRESSURE BLEEDER. DEFLECTS HIGH-PRESSURE AIRFLOW OUT, INCREASING SUCTION ACROSS FRONT OF PICK-UP HEAD.

BACK-UP ALARM

DUO SKIDS. CARBIDE INSERT PICKUP HEAD SKIDS ARE WARRANTED FOR 2 YRS. / 2000 HRS.

REAR BUMPER PADS.

REAR MOUNTED OVAL DESIGN ALTERNATING/FLASHING WARNING LIGHTS (2) LED.

REAR MOUNTED WORKLIGHT (1).

REVERSE PICK-UP HEAD PROTECTION SYSTEM.

RUBBER COATED BLOWER WHEEL.

HOPPER DOOR OPENING DIMENSION 77-1/4"X 70" SCREEN LIFTS WITH DOOR.

**OPTIONAL UPGRADES AND ACCESSORIES INCLUDED**

AUXILIARY HYDRAULIC SYSTEM

AUXILIARY ENGINE IN-CAB AIR FILTER RESTRICTION INDICATOR

TWIN GUTTER BROOMS: INCL. LED LIGHTING & 2X PARABOLIC MIRRORS  
 GUTTER BROOM TILT: RH  
 GUTTER BROOM TILT: LH  
 GUTTER BROOM VARIABLE SPEED  
 ADD'L WATER NOZZLE: XTRA RH BROOM WATER  
 ADD'L WATER NOZZLE: XTRA LH BROOM WATER  
 ADD'L WATER NOZZLE: XTRA HOPPER WATER  
 COMDEX WATER PACKAGE - 217.5 GALLON WATER CAPACITY  
 HYDRANT WRENCH  
 SHOP AIR PURGE  
 DUMP SWITCH IN CAB  
 HOPPER LOAD INDICATOR  
 HOPPER "UP" ALARM  
 HOPPER VIBRATOR - ELECTRIC  
 PRESSURE BLEEDER - LINEAR ACTUATOR  
 PICK-UP HEAD CURTAIN LIFTER  
 PICK-UP HEAD PRESSURE INLET WATER INJECTION SYSTEM  
 REMOVABLE FRONT CURTAIN SET  
 SKID BUMPER EXTENSION SET  
 STAINLESS STEEL HOPPER  
 STAINLESS STEEL DUST SEPARATOR  
 CURBVIEW CAMERA SYSTEM - RH BROOM VIEW  
 CURBVIEW CAMERA SYSTEM - PICK-UP HEAD VIEW  
 AUTO SWEEP ASSIST

2025 ISUZU NRR 132.5" WHEELBASE  
 FIRE EXTINGUISHER  
 HAZARD REFLECTORS  
 LED ALTERNATING WARNING LIGHT SET - FRONT BUMPER  
 LED AMBER TRAFFIC DIRECTING LIGHT  
 PARABOLIC MIRROR ASSEMBLY: 12" EXCHANGE - RH & LH

**DEALER SERVICES INCLUDED**

FREIGHT TO AMICK EQUIPMENT  
 BODY PRE-DELIVERY INSPECTION  
 AECI MOBILE ON-SITE WARRANTY PKG., 12 MO.  
 ON-SITE TRAINING - PROVIDED BY REQUEST

**DELIVERY OPTION INCLUDED:**

**COMMENTS:** *Pricing Disclaimer: Despite recent improvements, orders may still be subject to additional price increases, when announced by chassis or body manufacturer.*

Subtotal:	\$	234,818.00
Contract Discount - Options / Accessories:	\$	(2,394.00)
Subtotal:	\$	232,424.00

Tax - Motor Vehicle (SC IMF / NC HUT):	NC HUT will not be collected, but paid directly to DMV
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Unit Purchase Price:	\$	232,424.00
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Payment Terms:	MUNI & CHASSIS DEALERS: NET 15 * C.O.D Discount Available * Late Fee: 1%
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Completion Estimate:	120-180 Days after receipt of ORDER
Note:	ETAs are based on schedule at time of quote and are subject to change.

Chassis Dealers:	Please include floorplan in chassis pricing,
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**QUOTED BY:** JOE COOK  
**DATE:** 8/4/25  
**VALID UNTIL:** 9/3/25

**ADDITIONAL OPTIONS:** Prices shown in "additional options available" section are not included in the "Total" price and do not include taxes.  
**TAXES:** Unless itemized above, prices do not include local, state or federal taxes.  
**MOTOR VEHICLE TAXES:** AECI no longer collects SC "IMF" or NC "Highway Use Tax". Either the chassis dealer or the DMV will collect motor vehicle tax/fees when registering vehicle.  
**PAYMENT TERMS:** Payment is due PRIOR to delivery. When ample credit has been extended to customer, payment is due within 30 Days of invoice.  
**TITLEWORK / MCO:** Allow 5-10 business days after receipt of payment to process Title or Manufacturer's Certificate of Origin (MCO)

**INFORMATION / NOTES:** Allow 3-5 business days and receipt of payment to process title or manufacturer's certificate of origin (MCO).

**QUOTE EXPIRATION:** Pricing is honored for 30 days from date quoted, barring extenuating circumstances such as, but not limited to, volatile markets, factory price increases, etc. AECl makes every effort to give as much notice as possible in such instances.

**DELIVERY ESTIMATES:** ETA's are based on production schedules at the time of quote and are subject to changes in truck or body production schedules as well other factors such as transportation delays, etc.

**WEIGHT RESTRICTIONS:** Operating overweight equipment can result in fines, damage to equipment or injury to operators. AECl makes every effort to quote equipment meeting local, state & federal weight regulations. Nevertheless, it is up to the end user to familiarize themselves with all applicable weight laws and avoid exceeding legal weight limits, regardless of truck's GVWR.

**CHASSIS DEALERS:** Please ensure chassis specs meet body manufacturer's minimum requirements, which are supplied upon request. Deviations may result in additional charges, for which the truck dealer will be responsible.

**CHASSIS DEALER PAYMENT TERMS:** Payment term begins when truck is delivered to customer or truck dealer for PDI, whichever is first. Payments received later than 15 DAYS are subject to penalty of Prime % APR, calculated on a daily basis. ANY EXCEPTIONS must be agreed to writing prior to order.

**COOPERATIVE PURCHASING CONTRACTS:** Cooperative purchasing contract such as NCSA, Sourcewell, etc. are a tool which satisfies the competitive bidding requirements for some municipalities. Amick Equipment (or its Body Manufacturer) are approved vendors on several contracts, authorized to offer awarded equipment according to each contract's terms and conditions. If a contract award included both body and chassis, then that contract clearly satisfies the bidding requirements for both body and chassis. Some of Amick's contracts were awarded for the body portion only. Upon request, Amick may offer a compatible chassis from another qualified contract holder or may offer a non-contract option. Unless explicitly stated, customers shall not assume that any of the equipment quoted are being offered under a purchasing contract. It is up the purchaser to determine whether purchasing any items - both explicitly listed on the contract or not, are permitted by their organization's purchasing guidelines.



# 435<sup>®</sup>

AIR SWEEPER

## GENERAL SPECIFICATIONS



## MODEL 435<sup>®</sup> MID-SIZE REGENERATIVE<sup>®</sup> AIR SWEEPER

### DIESEL AUXILIARY ENGINE / DIESEL CABOVER CHASSIS

#### SWEeper AUXILIARY ENGINE

Engine ..... Kubota V2403-CR-TE4B FT4, 4 cyl.  
Displacement..... 148.5 in<sup>3</sup> (2.4 L)  
Power ..... 56 hp (41.7 kW) @ 2100 RPM  
Net torque..... 140 lb-ft (190 Nm) @ 2100 RPM  
Air cleaner ..... Heavy duty, w/pre-cleaner  
Oil filter ..... Spin on, full flow  
Cooling ..... Liquid  
Diesel fuel supplied from chassis fuel tank  
Fuel tank capacity..... 30 gal (113 L)  
Auxiliary engine protection system  
Fuel/water separator with separate fuel filter  
Fuel filters ..... 10 µm primary, 5 µm secondary

#### BLOWER, RUBBER COATED

Aluminum alloy, high volume, open face turbine  
Bearings ..... (2) Anti-friction  
Housing ..... Steel w/abrasion resistant, replaceable liner  
Drive ..... Heavy duty power band

#### DUST SEPARATOR, RUBBER LINED

Type..... Cyclonic, multipass, centrifugal separation  
Cylindrical area..... 20 x 22.5 in (51 x 57 cm)  
Location..... Adjacent to hopper  
Particulate removal achieved through 22.5 in (57 cm) skimmer slot into skimmer hood  
Inspection/cleanout port

#### HOPPER

Capacity (volumetric)..... 4.0 yd<sup>3</sup> (3.06 m<sup>3</sup>)  
Capacity (useable)..... 3.1 yd<sup>3</sup> (2.37 m<sup>3</sup>)  
Construction ..... Welded steel plate  
Dump door opening..... 77.25 x 70 in (196 x 178 cm)  
Inspection door..... (1) Right side of hopper  
..... 8.5 x 8.5 in (21.5 x 21.5 cm)  
Dump method ..... Hydraulic tilt  
Dump direction ..... Rear  
Dump floor angle ..... 37°  
Dump height ..... 72 in (183 cm)  
Dump clearance height..... 154 in (391 cm)  
Dump door hydraulically opened/closed  
Hopper screen lifts with door for easy cleaning  
Abrasion protection package

#### STORAGE COMPARTMENTS

Front ..... 55 ft<sup>3</sup> (1.5 m<sup>3</sup>) capacity  
Rear (2) ..... 13.3 ft<sup>3</sup> (0.38 m<sup>3</sup>) (ea.) capacity

#### PICK-UP HEAD

Type..... Dual chamber  
Width (inside dimension) ..... 78 in (198 cm)  
Pick-up head area ..... 2028 in<sup>2</sup> (1.31 m<sup>2</sup>)  
Suspension ..... 4 springs, 2 drag links  
Skids..... DUO-SKID<sup>®</sup>, long life carbide  
Suction hose diameter..... 12 in (30.5 cm)  
Pressure hose diameter ..... 12 in (30.5 cm)  
Pressure bleeder ..... Cable operated  
Reverse pick-up head system

#### GUTTER BROOM, LEFT, Patented

Drive ..... Constant speed  
non-reversible hydraulic motor  
Adjustment..... Adjustable for down pressure, pattern and wear  
Down pressure ..... Automatic  
Flexibility ..... Integral  
anti-damage "swing away" relief valve  
Broom ..... Steel wire vertical digger 36 in (91 cm)  
Floodlight..... LED  
Parabolic mirror ..... 10.5 in (26.67 cm) dia.

#### HYDRAULIC SYSTEM

Operates gutter broom(s), dump door and pick-up head  
Drive ..... Gear driven from auxiliary engine  
Flow rate ..... 5 GPM (18.925 LPM)  
Reservoir ..... 13.5 gal (51.1 L) w/80 mesh suction strainer, sight/temperature gauge, oil cooler  
Filter..... 10 micron in-line  
Hydraulic oil ..... Extended life 10W ISO 46  
Cooler..... Air to oil

#### DUST CONTROL SYSTEM

Water spray nozzles for dust suppression  
Pump ..... Electric diaphragm  
Reservoir ..... Polyethylene, 150 gal (567.7 L)  
Filter..... 80 mesh in-line  
Low water shut-off ..... Safety shut-off with audible and visual indicator in cab  
Spray nozzles ..... At gutter broom(s) and inside hopper  
Fire hydrant and garden hose connections  
Hydrant fill hose..... 20 ft (6 m)

#### CONTROL SYSTEM

##### BlueLogic<sup>®</sup> Control System

Multiplexed electrical system includes hardware and TYMCO designed software that integrates the in-cab controls to the auxiliary engine and all sweeper functions; as well as provides intelligent safety features and on-board diagnostics (OBD) for the auxiliary engine and sweeper through the BlueLogic display.

##### BlueLogic Display

Pedestal mounted touchscreen display provides sweeper and auxiliary engine data and includes hour meters (trip and total) for the auxiliary engine, gutter broom(s), pick-up head, blower, and water pump; sweeper odometer (records curb miles swept and sweeping hours), service reminders, custom reminders, overspeed warning, low water audible alarm, dust control system winterization guide, and OBD.

##### Interior Components

Pressure bleeder control, BlueLogic display, auxiliary fuse panel, illuminated control switches: pick-up head, gutter broom(s),

auxiliary engine RPM, dust control water system nozzles, safety lights

#### Exterior Controls

Dump switch, BlueLogic Control Module (BCM)

#### SAFETY/WARNING DEVICES

Alternating LED rear flashers (2)  
Rear view camera system  
Back-up alarm  
Hopper safety prop

#### OPTIONAL EQUIPMENT

Auto Sweep Interrupt (ASI)  
Auxiliary hand hose 6 in (15 cm) dia.  
Auxiliary hydraulic system  
Camera/monitor systems:  
Additional camera view - pick-up head  
CurbView camera system  
COMDEX package ..... Up to 145 gal (549 L)  
Requires Isuzu 132.5 in wheelbase  
Gutter broom(s) ..... (right or twin)  
Gutter broom tilt adjuster(s) (left, right, or twin)  
Gutter broom variable speed  
Gutter broom drop-down  
Requires Isuzu 150 in wheelbase  
High output water system  
Hi/Low washdown system  
Hopper drain system  
Hopper deluge system  
Light bar, cab mounted, LED  
Linear actuator - pressure bleeder with gauge  
Low emissions package (required for South Coast AQMD Rule 1186)  
Magnet, front bumper mounted, light duty  
Pick-up head curtain lifter  
Shop air purge, dust control system  
Sound Reduction Engineering (SRE<sup>®</sup>)  
Stainless steel (non-magnetic) options:

##### Hopper:

Hopper weldment  
Hopper door  
Hopper screen  
Inspection door  
Skimmer hood  
Suction inlet tube  
Blower housing  
Dust separator  
Hopper drain  
Hopper inspection door  
Hopper screen  
Auxiliary hand hose hardware  
Paint color (other than TYMCO standard white)

*Special options are available. Contact your local dealer or TYMCO.*

#### CABOVER CHASSIS AVAILABLE

Isuzu NQR Diesel - 150 in wheelbase (WB)  
Isuzu NQR Diesel- 132.5 in WB (COMDEX)  
Isuzu NPR-XD Diesel - 132.5 in WB (COMDEX)

# TYMCO Regenerative Air Cleans Deeper™

Large, heavy duty 4.0 cubic yard hopper. Hopper dump door, inspection floor, hopper screen, dust separator and hopper drain available in optional non-magnetic, low carbon, high chrome stainless steel for maximum corrosion resistance.



The large dump door allows for quick, easy dumping and cleaning. Dump heights are 72 inches on an 8' truck chassis and 82.5 inches on a 9' truck chassis. Hopper dump door is available in optional non-magnetic, low carbon, high chrome stainless steel for maximum corrosion resistance.

Patented multi-stage centrifugal dust separator keeps fines and dust inside the hopper without exhausting air back into the atmosphere. The cleanout port handle makes washout quick and easy.

Powerful, fuel efficient 36 HP diesel auxiliary engine meets EPA emissions standards. The engine is easily accessible with ground level access.

Streamlined side panels swing open for easy access to auxiliary engine. Front locking storage area beneath the grillwork door provides 61.25 cu. ft. of storage, equipped with a shelf and a long handled tool holder.

Up to 150 gallons of water for dust control around the gutter brooms and inside the hopper.

## BlueLogic® Control System

The BlueLogic® Control System is the TYMCO multi-media electronics platform that delivers reduced wiring and advanced diagnostics.



In-cab controls are center mounted and illuminated for ease of operation from either driving position. Switches integrate multi-color LEDs giving operators instant feedback on sweeper functions.



The color touchscreen display delivers on-board diagnostics for the TYMCO BlueLogic® Control System and the auxiliary engine's ECU (Engine Control Unit). Service reminders are displayed for the auxiliary engine and hydraulic system, fluid and filters.

The TYMCO patented 36-inch Gutter Broom is illuminated for night sweeping. Dual Gutter Brooms, Hydraulic Tilt Adjusters, Variable Speed Control and Drop Down options are available.



The optional in-cab operator controlled Pick-Up Head Front Curtain Lifter raises the front curtain allowing large amounts of lighter materials, such as leaves, to easily pass beneath the pick-up head.

The heavy duty pick-up head utilizes True Regenerative Air - a controlled air stream that lifts the entire width of the blast orifice into powerful cracks for the full width of the pick-up head air stream. The pick-up head delivers maximum air blast and powerful vacuum across the entire width of the pick-up head allowing for removal of heavy debris, light debris and fine dust.

Two Rear locking storage areas give you a combined 20.6 cu. ft. of protected space.



- ### Additional Sweeper Options
- Non-Magnetic, Low Carbon, High Chromium
  - Stainless Steel Hopper and Components
  - Additional Camera Views (Rear Standard)
  - Hopper Drain System
  - Auxiliary Hand Hose

## SRE




Sound Reduction Engineering® (SRE) allows the Model 435 to sweep in areas where low noise levels are desirable. SRE isolates various noise sources on the sweeper and addresses those areas through elimination or redesign. SRE reduces average sound power by over 3.5 dB.

## COMDEX™

The COMDEX Package utilizes the short 132.5 inch wheelbase of the Isuzu NPR-XD chassis to provide storage, either a 72.5 or 145 gallon water tank, for dust control. The COMDEX Package also provides a lockable, covered storage area on each side of the hopper provide a lockable, covered storage area in addition to the tool rack on the front of the COMDEX module.

Special options are available for your individual requirements. Contact your local dealer or TYMCO.

### Chassis Options and Features

 <p>Isuzu NPR-XD 150 inch Wheelbase Chassis</p>	<ul style="list-style-type: none"> <li>• 17,950 lb. GVWR</li> <li>• 150 Gallons of Water for Dust Control</li> <li>• 72 in. Dump Height</li> <li>• CurbView™ Camera System Optional</li> <li>• Heated Power Mirrors Optional</li> </ul>
 <p>Isuzu NPR-XD 145 inch Wheelbase Chassis</p>	<ul style="list-style-type: none"> <li>• 16,000 lb. GVWR (NPR-XD)</li> <li>• 17,950 lb. GVWR (NQR)</li> <li>• Requires COMDEX Package - 72.5 or 145 Gallons of Water for Dust Control</li> <li>• 72 in. Dump Height</li> <li>• CurbView™ Camera System Optional</li> <li>• Heated Power Mirrors Optional</li> </ul>
 <p>Isuzu NPR-XD 132.5 inch Wheelbase Chassis</p>	<ul style="list-style-type: none"> <li>• 25,500 lb. GVWR</li> <li>• 150 Gallons of Water for Dust Control</li> <li>• 82.5 in. Dump Height</li> <li>• Dual Tilt Steering, and Dual Instrumentation</li> <li>• Dual Adjustable High Back Air Suspension Seats</li> <li>• CurbView™ Camera System Optional</li> <li>• Heated Power Mirrors</li> </ul>

From The People Who **Invented** Regenerative Air Sweeping!



# Request for Town Council Action

<b>Consent Agenda Item:</b>	<b>Knuckle Boom Truck</b>
<b>Date:</b>	<b>09/02/2025</b>

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**Subject:** 2026 Knuckle boom Loader Truck  
**Department:** Public Works Department  
**Presented by:** Public Works Director - Lawrence Davis  
**Presentation:** Consent Agenda Item

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## Issue Statement

Public Works is proposing the purchase of a 2026 MV607 SBA Knuckle boom Loader truck from Lilley International at the amount of \$209,611.64. They are also recommending a 5-year warranty at the cost of \$5,396 that includes 35130W 2024 EPA – Protection Plan plus Aftertreat 60 150,000 miles; 81003F Allison 3500 RDS for Dump Trucks/Mixers 60 Unlimited

## Financial Impact

Approved Budgeted amount FY26 \$220,000 – Amount \$215,007.64 (\*\*Note – budget approved this to be purchased with a loan. The Finance Officer will secure the best interest rate for this purchase to combine with the Street Sweeper totaling in a \$420,000 loan)

## Action Needed

Approval or denial of purchase of Knuckle boom truck

## Recommendation

Staff recommends awarding Lilley International the contract in the amount of \$215,007.64

Approved: ☒ Town Manager ☐ Town Attorney

## Attachments:

1. Staff Report
2. Bid Quotes
3. Warranty Purchase Info



# Staff Report

**Consent Knuckle  
Agenda Boom  
Item: Truck**

The Town Council approved \$220,000.00 in the Public Works Sanitation Division capital line for the purchase of a new Knuckleboom Loader truck. The Public Works Department received three (3) bids for the purchase. The proposals received are as follows:

1. Carolina Environmental Systems Inc.	\$215,947.00
2. Amick Equipment	\$225,123.64
3. Lilley international	\$209,611.64
Plus, purchase of a 5-year warranty	\$5,396.00

Staff recommendation is to award Lilley International the purchase contract in the amount of \$ 215,007.64 and warranty protection Plan.

Estimated time of delivery - 3 to 6 months.

## Financial Impact

Approved Budgeted amount FY26 \$220,000 – Amount \$215,007.64 (\*\*Note – budget approved this to be purchased with a loan. The Finance Officer will secure the best interest rate for this purchase to combine with the Street Sweeper totaling in a \$420,000 loan)

**Carolina Environmental Systems, Inc.**  
*306 Pineview Drive, Kernersville, NC 27284*  
*2701 White Horse Road, Greenville, SC 29611*  
*500 Lee Industrial Blvd, Austell, Ga 30168*  
*Phone: 800-239-7796*  
*336-904-0952*

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QUOTE

August 13, 2025  
Town of Smithfield, NC  
Attention: Mr. Lawrence Davis

Dear Lawrence,

CES appreciates the opportunity to quote you the following:

One (1) new Pac-Mac model KB-20H-ML loader via NC Sheriffs Contract # 24-08-0421R

**Standard features include:**

H Style Outriggers  
Hot Shift PTO  
6' Tip Boom with 4' Extend  
10' Main Boom w/ Extend Tip  
Manual Lever Controls  
18' 24 Cubic Yard Body  
Barn Doors  
Paint: Standard Red/Black Loader, Black Body  
Strobe light on Pivot  
Midbody Turns  
Boom Up Alarm

**Body/Loader Options Added at Plant:**

Rear Post Corner Strobes  
Tool Holder (1) on Front Wall (2) on Side Wall  
Oil Cooler  
Rubber Mat (serves as heat shield)

**Options Added at CES:**

Outrigger Strobes  
Install backup camera

**Option 1.** All as per the above and mounted on a 2026 International MV607 cab/chassis complete as per the enclosed specifications

**Sales Price: \$215,947.97**

**Delivery: Approximate Delivery February/ March 2026, Subject to prior sale.**

**FOB: Your Yard**

**Terms: Net Due Upon Delivery.**

We sincerely appreciate the opportunity to submit the above quotation. If we may answer any questions or be of service to you in any way, please do not hesitate to contact us at: 1-800-239-7796.

Sincerely,

**Josh McMahan**

Carolina Environmental Systems

**Option 1.** All as per the above and mounted on a 2026 International MV607 cab/chassis complete as per the enclosed specifications

Sales Price: \$215,947.97

**Delivery: Approximate Delivery February/ March 2026, Subject to prior sale.**

**FOB: Your Yard**

**Terms: Net Due Upon Delivery.**

We sincerely appreciate the opportunity to submit the above quotation. If we may answer any questions or be of service to you in any way, please do not hesitate to contact us at: 1-800-239-7796.

Sincerely,

**Josh McMahan**

Carolina Environmental Systems



For NCSA Contract Purchases:  
Please send P.O. to Amick & NCSA including:  
Contract #, Spec #, Contact Info, & Fed. Tax ID #  
NCSA: [kmitman@ncsheriffs.net](mailto:kmitman@ncsheriffs.net)  
[LINK: NCSA Terms & Conditions](#)

**CONTRACT #**  
**26-10-0422**  
**ITEM #**  
**1434**

END USER: SMITHFIELD, TOWN OF  
LAWRENCE DAVIS  
EQUIPMENT INSTALL PETERSEN IND.,  
LOCATION: 4000 S.R. 60 W., LAKE WALES, FL 33859

## Description

## Contract Price

MODEL: PETERSEN TL-3 LIGHTNING LOADER  
SIZE: 18' / 24 CUBIC YARD  
PAINT: BLACK BODY / ORANGE LOADER  
WARRANTY: PETERSEN: 1 YR BODY & HYDR., 3 YR. STRUCTURAL

### STANDARD EQUIPMENT INCLUDED

HOT SHIFT PTO W/NEUTRAL INTERLOCK  
DUAL HYDR. PUMP - MULTIPLE FUNCTIONS CAN OPERATE SIMULTANEOUSLY WITH FULL FLOW  
DUAL WALK THRU CONTROLS W/ FULL WIDTH PLATFORM BOC  
HD SWING MOTOR - DIRECT DRIVE - 150,000 IN. LBS. TORQUE, 270 DEG. ROTATION  
PLANETARY GEAR BOX - SEALED HYDRAULIC OIL BATH W/ SIGHT GAUGE  
TELESCOPIC BOOM EXTENSION 16'-20'  
60" TRASH GRAPPLE BUCKET - SINGLE CYLINDER  
CONTINUOUS BUCKET ROTATOR  
FRAME MOUNT HYDRAULIC TANK. FULLY ACCESSORIZED W/ DROP IN FILTER  
4-WAY HYDRAULIC STABILIZERS  
LED LIGHTING PACKAGE.  
WIRE LOOM FOR BODY WIRING  
HD CONTROL BOX W/ THROTTLE, HORN & ENGINE KILL SWITCH  
BOOM UP WARNING INDICATOR W/ AUDIBLE ALARM IN CAB  
PETERSEN STANDARD TRASH BODIES INCLUDE:  
TAPERED SIDES TO PREVENT BOOM CYLINDER FROM EASILY CONTACTING SIDES  
23 TON SCISSOR HOIST - 18' & 20' BODIES  
BARN DOORS - POSITIVE LOCK SECURES TOP & BOTTOM  
TOOL RACK ON HEADBOARD  
WIRING RUN IN LOOM  
LED BODY LIGHTS  
ICC BUMPER.  
STANDARD WARRANTY - 1YR HYDRAULICS, 3YR MAJOR STRUCTURAL COMPONENTS  
INCLUDES STD. PAINT & INSTALLATION ON SUITABLE CHASSIS.

### OPTIONAL UPGRADES AND ACCESSORIES INCLUDED

MANUAL LEVER CONTROLS  
GRATING HEAT SHIELD - UNDER OPERATOR'S PLATFORM DEFLECTS EXHAUST HEAT.  
HDHI OUTRIGGER STROBES - (4) LED STROBES.  
HOSE GUARDS- HEAD & VALVE BANK - BOLT ON PANELS TO PROTECT OPERATOR IN THE  
HARDOX EXTREME DUTY SPEC TRASH BODY - UPGRADE TO MODEL HDX 1824, 18FT LONG X 24  
PI SELF-WINDING LOAD COVERING DEVICE - SPRING LOADED TARPING SYSTEM  
SINGLE PIECE REAR DOOR W/ DRIVER'S SIDE AIR LATCH CONTROLS  
LED AMBER FLASHERS IN REAR CORNER POST - (2)  
BACKUP CAMERA WITH COLOR MONITOR IN CAB

### DEALER SERVICES INCLUDED

FREIGHT TO AMICK EQUIPMENT  
BODY PRE-DELIVERY INSPECTION  
AECI MOBILE ON-SITE WARRANTY PKG., 12 MO.  
ON-SITE TRAINING - PROVIDED BY REQUEST

### DELIVERY OPTION INCLUDED:

AECI DELIVERS TO END USER.

COMMENTS: *Pricing Disclaimer: Due to recent tariff announcements, steel prices and foreign components are expected to increase noticeably. This may result in retroactive price increases and surcharges on ordered equipment. Amick Equipment will absorb these increases when possible but may pass them along as announced by each of the manufacturer. We appreciate your understanding during this volatile period.*

Subtotal:	\$	122,719.00
Contract Discount - Options / Accessories:	\$	(417.36)
Additional Discount:		
Subtotal:	\$	122,301.64

#### Chassis Description

MODEL: 2026 FREIGHTLINER M2-106 PLUS  
GVWR: 33000 LBS  
CA/CT Required: 168"  
ENG & TRAN: CUMMINS B6.7 DIESEL 300HP / ALLISON 3500 RDS A/T  
PAINT: WHITE  
VIN: TBD  
COMMENTS: SEE CHASSIS SPECIFICATIONS FOR COMPLETE DETAILS.

Chassis Subtotal: \$ 102,822.00

Unit Subtotal:	\$	225,123.64
Tax - Federal Excise - 12%:		N/A
Tax - Sales Tax %:		
Quantity:		1
Balance Due Upon Delivery:	\$	225,123.64

Payment Terms: MUNI & CHASSIS DEALERS: NET 15  
\* C.O.D Discount Available  
\* Late Fee: 1%

Note: ETAs are based on schedule at time of quote and are subject to change.

Chassis Dealers: Please include floorplan in chassis pricing,

QUOTED BY: Matt Garon  
DATE: 7/7/2025  
VALID UNTIL: 8/6/2025

ADDITIONAL OPTIONS: Prices shown in "additional options available" section are not included in the "Total" price and do not include taxes.

TAXES: Unless itemized above, prices do not include local, state or federal taxes.

MOTOR VEHICLE TAXES: AECL no longer collects SC "IMF" or NC "Highway Use Tax". Either the chassis dealer or the DMV will collect motor vehicle tax/fees when registering vehicle.

PAYMENT TERMS: Payment is due PRIOR to delivery. When ample credit has been extended to customer, payment is due within 30 Days of invoice.

TITLEWORK / MCO: Allow 5-10 business days after receipt of payment to process Title or Manufacturer's Certificate of Origin (MCO).

QUOTE EXPIRATION: Pricing is honored for 30 days from date quoted, barring extenuating circumstances such as, but not limited to, volatile markets, factory price increases, etc. AECL makes every effort to give as much notice as possible in such instances.

DELIVERY ESTIMATES: ETA's are based on production schedules at the time of quote and are subject to changes in truck or body production schedules as well other factors such as transportation delays, etc.

WEIGHT RESTRICTIONS: Operating overweight equipment can result in fines, damage to equipment or injury to operators. AECL makes every effort to quote equipment meeting local, state & federal weight regulations. Nevertheless, it is up to the end user to familiarize themselves with all applicable weight laws and avoid exceeding legal weight limits, regardless of truck's GVWR.

CHASSIS DEALERS: Please ensure chassis specs meet body manufacturer's minimum requirements, which are supplied upon request. Deviations may result in additional charges, for which the truck dealer will be responsible.

CHASSIS DEALER PAYMENT TERMS: Payment term begins when truck is delivered to customer or truck dealer for PDI, whichever is first. Payments received later than 15 DAYS are subject to penalty of Prime % APR, calculated on a daily basis. ANY EXCEPTIONS must be agreed to writing prior to order.

COOPERATIVE PURCHASING CONTRACTS: Cooperative purchasing contract such as NCSA, Sourcewell, etc. are a tool which satisfies the competitive bidding requirements for some municipalities. Amick Equipment (or its Body Manufacturer) are approved vendors on several contracts, authorized to offer awarded equipment according to each contract's terms and conditions. If a contract award included both body and chassis, then that contract clearly satisfies the bidding requirements for both body and chassis. Some of Amick's contracts were awarded for the body portion only. Upon request, Amick may offer a compatible chassis from another qualified contract holder or may offer a non-contract option. Unless explicitly stated, customers shall not assume that any of the equipment quoted are being offered under a purchasing contract. It is up the purchaser to determine whether purchasing any items - both explicitly listed on the contract or not, are permitted by

**Prepared For:**  
Town Of Smithfield  
lawrence davis  
231 Hospital Rd.  
Smithfield, NC 27577-4079  
(919)934 - 2580  
Reference ID: N/A

**Presented By:**  
LILLEY INTERNATIONAL  
Nick Timper  
US HWY 17 BY PASS  
WILLIAMSTON NC 27892 -  
(252)792-4192

Thank you for the opportunity to provide you with the following quotation on a new International truck. I am sure the following detailed specification will meet your operational requirements, and I look forward to serving your business needs.

**Model Profile**  
**2026 MV607 SBA (MV607)**

<b>AXLE CONFIG:</b>	4X2
<b>APPLICATION:</b>	Construction Dump
<b>MISSION:</b>	Requested GVWR: 33000. Calc. GVWR: 33000. Calc. GCWR: 50000 Calc. Start / Grade Ability: 41.63% / 1.73% @ 55 MPH Calc. Geared Speed: 87.4 MPH
<b>DIMENSION:</b>	Wheelbase: 254.00, CA: 186.90, Axle to Frame: 104.00
<b>ENGINE, DIESEL:</b>	{Cummins B6.7 280} EPA 2024, 280HP @ 2400 RPM, 660 lb-ft Torque @ 1600 RPM, 2600 RPM Governed Speed, 280 Peak HP (Max)
<b>TRANSMISSION, AUTOMATIC:</b>	{Allison 3500 RDS} 6th Generation Controls, Wide Ratio, 6-Speed with Double Overdrive, with PTO Provision, Less Retarder, Includes Oil Level Sensor, with 80,000-lb GVW and GCW Max, On/Off Highway
<b>CLUTCH:</b>	Omit Item (Clutch & Control)
<b>AXLE, FRONT NON-DRIVING:</b>	{Meritor MFS-12-122A} I-Beam Type, 12,000-lb Capacity
<b>AXLE, REAR, SINGLE:</b>	{Meritor MS-21-14X-4DFR} Single Reduction, 21,000-lb Capacity, R Wheel Ends Gear Ratio: 5.57
<b>CAB:</b>	Conventional, Day Cab
<b>TIRE, FRONT:</b>	(2) 11R22.5 Load Range H HSR 3 (CONTINENTAL), 494 rev/mile, 75 MPH, All-Position
<b>TIRE, REAR:</b>	(4) 11R22.5 Load Range G HDL 3 EP (CONTINENTAL), 493 rev/mile, 75 MPH, Drive
<b>SUSPENSION, REAR, SINGLE:</b>	23,500-lb Capacity, Vari-Rate Springs, with 4500-lb Capacity Auxiliary Rubber Springs
<b>PAINT:</b>	Cab schematic 100WP Location 1: 9219, Winter White (Std) Chassis schematic N/A

**Description**

Base Chassis, Model MV607 SBA with 254.00 Wheelbase, 186.90 CA, and 104.00 Axle to Frame.

AXLE CONFIGURATION 4x2

**Notes**

: Pricing may change if axle configuration is changed.

FRAME RAILS Heat Treated Alloy Steel (120,000 PSI Yield); 10.250" x 3.610" x 0.375" (260.4mm x 91.7mm x 9.5mm); 456.0" (11582mm) Maximum OAL

BUMPER, FRONT Contoured, Steel, Painted Gloss Black

CROSSMEMBER, REAR, AF (1)

WHEELBASE RANGE 199" (505cm) Through and Including 254" (645cm)

AXLE, FRONT NON-DRIVING {Meritor MFS-12-122A} I-Beam Type, 12,000-lb Capacity

SUSPENSION, FRONT, SPRING Parabolic Taper Leaf, Shackle Type, 12,000-lb Capacity, with Shock Absorbers

**Includes**

: SPRING PINS Rubber Bushings, Maintenance-Free

**Notes**

: In combinations where chassis component weights may cause a chassis lean, a spring is used in front left spring pack to offset this imbalance & provide a level chassis, within 3/8", with body installed.

BRAKE SYSTEM, AIR Dual System for Straight Truck Applications

**Includes**

: BRAKE LINES Color and Size Coded Nylon

: DRAIN VALVE Twist-Type

: GAUGE, AIR PRESSURE (2) Air 1 and Air 2 Gauges; Located in Instrument Cluster

: PARKING BRAKE CONTROL Yellow Knob, Located on Instrument Panel

: PARKING BRAKE VALVE For Truck

: QUICK RELEASE VALVE On Rear Axle for Spring Brake Release: 1 for 4x2, 2 for 6x4

: SPRING BRAKE MODULATOR VALVE R-7 for 4x2, SR-7 with relay valve for 6x4/8x6

AIR BRAKE ABS {Bendix AntiLock Brake System} 4-Channel (4 Sensor/4 Modulator) Full Vehicle Wheel Control System

BRAKE CHAMBERS, FRONT AXLE {Bendix} 20 SqiIn

BRAKE CHAMBERS, REAR AXLE {Bendix EverSure} 30/30 SqiIn Spring Brake

BRAKE, PARKING Manual Push-Pull Pneumatic Parking Brake

SLACK ADJUSTERS, FRONT {Haldex} Automatic

SLACK ADJUSTERS, REAR {Haldex} Automatic

AIR COMPRESSOR {Cummins} 18.7 CFM

AIR TANK LOCATION (2) Mounted Under Battery Box, Outside Right Rail, Under Cab

DUST SHIELDS, REAR BRAKE for Air Cam Brakes

BRAKES, FRONT {Meritor 15X4 Q-PLUS CAST} Air S-Cam Type, Cast Spider, Fabricated Shoe, Double Anchor Pin, Size 15" X 4", 13,200-lb Capacity

BRAKES, REAR {Meritor 16.5X7 Q-PLUS CAST} Air S-Cam Type, Cast Spider, Fabricated Shoe, Double Anchor Pin, Size 16.5" X 7", 23,000-lb Capacity per Axle

STEERING COLUMN Tilting and Telescoping

STEERING WHEEL 4-Spoke; 18" Dia., Black Leather Wrapped

STEERING GEAR {Sheppard M100} Power

Description

DRIVELINE SYSTEM {Dana Spicer} SPL100, for 4x2/6x2

EXHAUST SYSTEM Horizontal Aftertreatment System, Frame Mounted Under Right Rail Back of Cab, Includes Single Short Horizontal Tail Pipe

ELECTRICAL SYSTEM 12-Volt, Standard Equipment

Includes

: DATA LINK CONNECTOR For Vehicle Programming and Diagnostics In Cab  
: HAZARD SWITCH Push On/Push Off, Located on Instrument Panel to Right of Steering Wheel  
: HEADLIGHT DIMMER SWITCH Integral with Turn Signal Lever  
: PARKING LIGHT Integral with Front Turn Signal and Rear Tail Light  
: STARTER SWITCH Electric, Key Operated  
: STOP, TURN, TAIL & B/U LIGHTS Dual, Rear, Combination with Reflector  
: TURN SIGNAL SWITCH Self-Cancelling for Trucks, Manual Cancelling for Tractors, with Lane Change Feature  
: TURN SIGNALS, FRONT Includes Reflectors and Auxiliary Side Turn Signals, Solid State Flashers; Flush Mounted  
: WINDSHIELD WIPER SWITCH 2-Speed with Wash and Intermittent Feature (5 Pre-Set Delays), Integral with Turn Signal Lever  
: WINDSHIELD WIPERS Single Motor, Electric, Cowl Mounted  
: WIRING, CHASSIS Color Coded and Continuously Numbered

ALTERNATOR {Leece-Neville AVI160P2013} Brush Type, 12 Volt, 160 Amp Capacity, Pad Mount, with Remote Sense

BODY BUILDER WIRING Rear of Frame; Includes Sealed Connectors for Tail/Amber Turn/Marker/Backup/Accessory Power/Ground and Sealed Connector for Stop/Turn

BATTERY SYSTEM {Fleetrite} Maintenance-Free, (2) 12-Volt 1900CCA Total, Top Threaded Stud

TAIL LIGHT WIRING MODIFIED Includes: Wiring for Standard Lt & Rt Tail Lights; Separate 8.0' of Extra Cable Wiring for Lt & Rt Body Mounted Tail Lights

BATTERY DISCONNECT SWITCH {Cole-Hersee 75920-06} 300 Amp, Disconnects Charging Circuits, Locks with Padlock, Battery Box Mounted

SPEAKERS (2) 6.5" Dual Cone Mounted in Doors

ANTENNA Shark Fin, Roof Mounted

RADIO AM/FM/WB/Clock/Bluetooth/USB Input/Auxiliary Input

HORN, ELECTRIC (1) Trumpet Style

BATTERY BOX Steel, with Plastic Cover, 25" Wide, 2-3 Battery Capacity, Mounted Right Side Under Cab

INDICATOR, LOW COOLANT LEVEL with Audible Alarm

CIRCUIT BREAKERS Manual-Reset (Main Panel) SAE Type III with Trip Indicators, Replaces All Fuses

STARTING MOTOR {Mitsubishi Electric Automotive America 90P47} 12-Volt, with Soft-Start

HEADLIGHTS Halogen

LOGOS EXTERIOR Model Badges

LOGOS EXTERIOR, ENGINE Badges

GRILLE Molded in Black, with Chrome Surround

FENDER EXTENSIONS Painted

FRONT END Tilting, Fiberglass, with Three Piece Construction, Dual Air Intakes

PAINT SCHEMATIC, PT-1 Single Color, Design 100

Includes

: PAINT SCHEMATIC ID LETTERS "WP"

PAINT TYPE Base Coat/Clear Coat, 1-2 Tone

**Description**

COMMUNICATIONS MODULE Telematics Device with Over the Air Programming; Includes Five Year Data Plan and International 360

VEHICLE REGISTRATION IDENTITY ID for Non-CARB Omnibus and/or Non-ACT Adopting State or Exempt Vehicle. Not for use on vehicles registering in CA/MA/OR/NJ/NY/WA. Contains non-mitigated legacy engine & cannot be registered in CA unless exempt. You may be held liable under state law for failure to properly register vehicle.

**Notes**

: CANNOT BE REGISTERED IN CA. For vehicles that will be registered in States other than CA.

MUD FLAPS, FRONT WHEELS (2) Rubber, Mounted on Fender Extension

FIRE EXTINGUISHER 5 lb Class A B C

FIRE EXTINGUISHER BRACKET Mounted Left Side Driver Seat

CLUTCH Omit Item (Clutch & Control)

ANTI-FREEZE Red, Extended Life Coolant; To -40 Degrees F/ -40 Degrees C, Freeze Protection

BLOCK HEATER, ENGINE 120V/1000W, for Cummins ISB/B6.7/ISL/L9 Engines

**Includes**

: BLOCK HEATER SOCKET Receptacle Type; Mounted below Drivers Door

ENGINE, DIESEL {Cummins B6.7 280} EPA 2024, 280HP @ 2400 RPM, 660 lb-ft Torque @ 1600 RPM, 2600 RPM Governed Speed, 280 Peak HP (Max)

FAN DRIVE {Borg-Warner SA85} Viscous Type, Screw On

**Includes**

: FAN Nylon

AIR CLEANER Single Element, Fire Retardant Media

EMISSION, CALENDAR YEAR {Cummins B6.7} EPA, OBD and GHG Certified for Calendar Year 2025

THROTTLE, HAND CONTROL Engine Speed Control; Electronic, Stationary, Variable Speed; Mounted on Steering Wheel

OIL PAN 15 Quart Capacity, For Cummins ISB/B6.7 Engines

EPA IDLE COMPLIANCE Low NOx Idle Engine, Complies with EPA Clean Air Regulations; Includes "Certified Clean Idle" Decal on Hood

CARB IDLE COMPLIANCE Does Not Comply with California Clean Air Idle Regulations

ENGINE CONTROL, REMOTE MOUNTED Provision for; Includes Wiring for Body Builder Installation of PTO Controls and Starter Lockout, with Ignition Switch Control, for Cummins B6.7 and L9 Engines

RADIATOR Aluminum, 3-Row, Down Flow, Front to Back System, 738 SqIn Louvered, with 477 SqIn Charge Air Cooler, Includes In-Tank Oil Cooler

CARB EMISSION WARR COMPLIANCE Does Not Comply with CARB Emission Warranty

TRANSMISSION, AUTOMATIC {Allison 3500 RDS} 6th Generation Controls, Wide Ratio, 6-Speed with Double Overdrive, with PTO Provision, Less Retarder, Includes Oil Level Sensor, with 80,000-lb GVW and GCW Max, On/Off Highway

TRANSMISSION SHIFT CONTROL Column Mounted Stalk Shifter, Not for Use with Allison 1000 & 2000 Series Transmission

TRANSMISSION OIL Synthetic; 29 thru 42 Pints

ALLISON SPARE INPUT/OUTPUT for Rugged Duty Series (RDS) and Regional Haul Series (RHS), General Purpose Trucks, Construction, Package Number 223

NEUTRAL AT STOP Allison Transmission Shifts to Neutral When Service Brake is Depressed and Vehicle is at Stop; Remains in Neutral Until Service Brake is Released

SHIFT CONTROL PARAMETERS {Allison} 3000 or 4000 Series Transmissions, Performance Programming

PTO LOCATION Customer Intends to Install PTO at Left Side of Transmission

Description

AXLE, REAR, SINGLE {Meritor MS-21-14X-4DFR} Single Reduction, 21,000-lb Capacity, R Wheel Ends . Gear Ratio: 5.57  
SUSPENSION, REAR, SINGLE 23,500-lb Capacity, Vari-Rate Springs, with 4500-lb Capacity Auxiliary Rubber Springs  
FUEL/WATER SEPARATOR {Racor 400 Series,} with Primer Pump, Includes Water-in-Fuel Sensor  
LOCATION FUEL/WATER SEPARATOR Mounted Under Hood, Left Side, Above Front Axle  
FUEL TANK Top Draw, Non-Polished Aluminum, D-Style, 19" Tank Depth, 50 US Gal (189L), Mounted Left Side, Under Cab  
DEF TANK 7 US Gal (26L) Capacity, Frame Mounted Outside Left Rail, Under Cab  
CAB Conventional, Day Cab

Includes

: CLEARANCE/MARKER LIGHTS (5) Flush Mounted  
AIR CONDITIONER with Integral Heater and Defroster  
GAUGE CLUSTER Base Level; English with English Electronic Speedometer

Includes

: GAUGE CLUSTER DISPLAY: Base Level (3" Monochromatic Display), Premium Level (5" LCD Color Display); Odometer, Voltmeter, Diagnostic Messages, Gear Indicator, Trip Odometer, Total Engine Hours, Trip Hours, MPG, Distance to Empty/Refill for  
: GAUGE CLUSTER Speedometer, Tachometer, Engine Coolant Temp, Fuel Gauge, DEF Gauge, Oil Pressure Gauge, Primary and Secondary Air Pressure or Auxiliary Air Pressure (if Air Equipped)  
: WARNING SYSTEM Low Fuel, Low DEF, Low Oil Pressure, High Engine Coolant Temp, Low Battery Voltage (Visual and Audible), Low Air Pressure, Primary and Secondary (if Air Equipped)

GRAB HANDLE, CAB INTERIOR (2) Safety Yellow

IP CLUSTER DISPLAY On Board Diagnostics Display of Fault Codes in Gauge Cluster

SEAT, DRIVER {National 2000} Air Suspension, High Back with Integral Headrest, Vinyl, Isolator, 1 Chamber Lumbar, with 2 Position Front Cushion Adjust, -3 to +14 Degree Angle Back Adjust

GRAB HANDLE, EXTERIOR (2) Black, Aluminum, for Cab Entry Mounted Left and Right Side at B-Pillar

SEAT, TWO-MAN PASSENGER {National} Vinyl, Less Under Seat Storage Compartment

MIRRORS (2) Aero Pedestal, Power Adjust, Heated, Turn Signals, Bright Heads, Black Arms, 6.5" x 14" Flat Glass, Includes 6.5" x 6" Convex Mirrors, for 102" Load Width

Notes

: Mirror Dimensions are Rounded to the Nearest 0.5"

CAB INTERIOR TRIM Classic, for Day Cab

Includes

: CONSOLE, OVERHEAD Molded Plastic with Dual Storage Pockets, Retainer Nets and CB Radio Pocket; Located Above Driver and Passenger  
: DOME LIGHT, CAB Door Activated and Push On-Off at Light Lens, Timed Theater Dimming, Integral to Overhead Console, Center Mounted  
: SUN VISOR (2) Padded Vinyl; 2 Moveable (Front-to-Side) Primary Visors, Driver Side with Toll Ticket Strap

CAB REAR SUSPENSION Air Suspension, for Mid Cab Height

WINDOW, POWER (2) and Power Door Locks, Left and Right Doors, Includes Express Down Feature

INSTRUMENT PANEL Flat Panel

ACCESS, CAB Steel, Driver & Passenger Sides, Two Steps per Door, for use with Day Cab and Extended Cab

WHEELS, FRONT {Maxion 91541} DISC; 22.5x8.25 Rims, Painted Steel, 2-Hand Hole, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with Steel Hubs

**Description**

WHEELS, REAR {Accuride 28828} DUAL DISC; 22.5x8.25 Rims, Powder Coat Steel, 2-Hand Hole, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with .472" Thick Increased Capacity Disc and with Steel Hubs

PAINT IDENTITY, FRONT WHEELS Disc Front Wheels; with Vendor Applied White Powder Coat Paint

BDY INTG, PTO ACCOMMODATION for (3) Latched Rocker Switches, (1) PTO Switch, (2) Generic Switches to Control (3) 30 amp relays, with Programmable Interlocks, for Body Builder Hook up in the Engine Compartment Left Side, Recommended for Automatic Transmissions

(4) TIRE, REAR 11R22.5 Load Range G HDL 3 EP (CONTINENTAL), 493 rev/mile, 75 MPH, Drive

(2) TIRE, FRONT 11R22.5 Load Range H HSR 3 (CONTINENTAL), 494 rev/mile, 75 MPH, All-Position

**Services Section:**

WARRANTY Standard for MV Series, Effective with Vehicles Built July 1, 2017 or Later, CTS-2020A

PETERSEN TL-3 LIGHTNING LOADER

18' / 24 CUBIC YARD

HOT SHIFT PTO W/NEUTRAL INTERLOCK

DUAL HYDR. PUMP - MULTIPLE FUNCTIONS CAN OPERATE SIMULTANEOUSLY WITH FULL FLOW

DUAL WALK THRU CONTROLS W/ FULL WIDTH PLATFORM BOC

HD SWING MOTOR - DIRECT DRIVE - 150,000 IN. LBS. TORQUE, 270 DEG. ROTATION

PLANETARY GEAR BOX - SEALED HYDRAULIC OIL BATH W/ SIGHT GAUGE

TELESCOPIC BOOM EXTENSION 16'-20'

60" TRASH GRAPPLE BUCKET - SINGLE CYLINDER

CONTINUOUS BUCKET ROTATOR

FRAME MOUNT HYDRAULIC TANK. FULLY ACCESSORIZED W/ DROP IN FILTER

4-WAY HYDRAULIC STABILIZERS

LED LIGHTING PACKAGE.

WIRE LOOM FOR BODY WIRING

HD CONTROL BOX W/ THROTTLE, HORN & ENGINE KILL SWITCH

BOOM UP WARNING INDICATOR W/ AUDIBLE ALARM IN CAB

PETERSEN STANDARD TRASH BODIES INCLUDE:

TAPERED SIDES TO PREVENT BOOM CYLINDER FROM EASILY CONTACTING SIDES

23 TON SCISSOR HOIST - 18' & 20' BODIES

BARN DOORS - POSITIVE LOCK SECURES TOP & BOTTOM

TOOL RACK ON HEADBOARD

WIRING RUN IN LOOM

LED BODY LIGHTS

ICC BUMPER.

STANDARD WARRANTY - 1YR HYDRAULICS, 3YR MAJOR STRUCTURAL COMPONENTS

INCLUDES STD. PAINT & INSTALLATION ON SUITABLE CHASSIS.

OPTIONAL UPGRADES AND ACCESSORIES INCLUDED

MANUAL LEVER CONTROLS

GRATING HEAT SHIELD - UNDER OPERATOR'S PLATFORM DEFLECTS EXHAUST HEAT.

HDHI OUTRIGGER STROBES - (4) LED STROBES.

HOSE GUARDS- HEAD & VALVE BANK - BOLT ON PANELS TO PROTECT OPERATOR IN THE

HARDOX EXTREME DUTY SPEC TRASH BODY - UPGRADE TO MODEL HDX 1824, 18FT LONG X 24

PI SELF-WINDING LOAD COVERING DEVICE - SPRING LOADED TARPING SYSTEM

SINGLE PIECE REAR DOOR W/ DRIVER'S SIDE AIR LATCH CONTROLS

LED AMBER FLASHERS IN REAR CORNER POST - (2)

BACKUP CAMERA WITH COLOR MONITOR IN CAB

<u>Description</u>	(US DOLLAR)	<u>Price</u>
Net Sales Price:		\$209,611.64

Please feel free to contact me regarding these specifications should your interests or needs change. I am confident you will be pleased with the quality and service of an International vehicle.

Approved by Seller:

Accepted by Purchaser:

\_\_\_\_\_  
Official Title and Date

\_\_\_\_\_  
Firm or Business Name

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Authorized Signature and Date

This proposal is not binding upon the seller without  
Seller's Authorized Signature

\_\_\_\_\_  
Official Title and Date

The TOPS FET calculation is an estimate for reference purposes only. The seller or retailer is responsible for calculating and reporting/paying appropriate FET to the IRS.

The limited warranties applicable to the vehicles described herein are Navistar, Inc.'s standard printed warranties which are incorporated herein by reference and to which you have been provided a copy and hereby agree to their terms and conditions.



SERVICE CONTRACTS

**Welcome to the enhanced International Ownership Experience**

INTERNATIONAL SERVICE CONTRACT REGISTRATION FORM

ACCOUNT LOCATION

LILLEY INTERNATIONAL, INC.  
1526 S Blount St.  
Raleigh , NC 27603-2508  
UNITED STATES  
PHONE: 919-832-5871  
ACCOUNT NO: 752451-003



CUSTOMER NAME: Town Of Smithfield

VEHICLE CONFIGURATION SELECTION INFORMATION

CONSTRUCTION DUMP

Vehicle Group: Truck Model: MV Configuration: 4X2 Engine: Cummins B6.7 6.7L Diesel

CONTRACT INFORMATION

Policy	Coverage Description	Months	Miles	Hours	Quantity	List Price Per Vehicle (USD)	Discount Per Vehicle (USD)	Customer Price Per Vehicle (USD)	Total Price (USD)
35130W	2024 EPA - Protection Plan 1 plus Aftertreat	60	150,000	--	1	\$4,040.00		\$4,040.00	\$4,040.00
81003F	Allison 3500 RDS for Dump Trucks/Mixers	60	Unlimited	--	1	\$1,356.00		\$1,356.00	\$1,356.00

Final Total: \$5,396.00

Customer Signature : \_\_\_\_\_

Date : \_\_\_\_\_

Initials : \_\_\_\_\_

This proposal provides a general description of (extended) Optional Service Contracts. Always refer to the contract for coverage details. Optional extended service contracts are not valid for vehicles registered and/or operated outside of the U.S.A. and Canada. All prices listed in US dollars. All Canadian dealers subject to currency exchange rates.



# Request for Town Council Action

**Consent  
Agenda  
Item:**  
**Hire  
Personnel**  
Date: 09/02/2025

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**Subject:** Promote an Internal Candidate to Utility Construction Inspector/Line Locator

**Department:** Public Utilities Department

**Presented by:** Public Utilities Director - Ted Credle

**Presentation:** Consent Agenda Item

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## Issue Statement

Obtain Council approval to offer the position of Utility Construction Inspector/Line Locator to a qualified candidate.

## Financial Impact

The pay for the proposed personnel is included in the adopted FY 2025 – FY 2026 budget. The impact of the promoted employee to the current year's budget is \$54,026.39, as budgeted.

## Action Needed

Approve the offer for the proposed Utility Construction Inspector/Line Locator at an hourly rate of \$25.97 per hour (\$54,026.39/year)

## Recommendation

Staff recommends the approval of the offer

Approved ☒ Town Manager ☐ Town Attorney

## Attachments:

1. Staff Report



# Staff Report

**Business Hire  
Agenda Personnel  
Item:**

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In keeping with stated Town goals of attracting and retaining highly qualified employees, the Town has interviewed a prospective employee for the position of Utility Construction Inspector/Line Locator for the Water Distribution & Sewer Collection Division of Public Utilities. The Department fills this vacancy, in accordance with approved staffing levels in the current year's budget. The prospective Utility Construction Inspector/Line Locator is an in-house candidate. The candidate is qualified for this position and is a highly regarded member of Town staff. Council is asked to approve this hire/promotion.



# Request for Town Council Action

<b>Consent Agenda Item:</b>	<b>New Hire/ Vacancy Report</b>
<b>Date:</b>	<b>09/02/2025</b>

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**Subject:** New Hire Report  
**Department:** General Government  
**Presented by:** Human Resources Director – Shannan Parrish  
**Presentation:** Consent Agenda Item

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## Issue Statement

When an employee is hired, the Town Manager or Department Head shall report the hire to the Town Council by including the item on the Consent Agenda of the next scheduled monthly Town Council meeting.

## Financial Impact

All salaries were budgeted for FY 2025-2026

## Action Needed

The Town Council is asked to acknowledge that the following vacancies have been successfully filled in accordance with the adopted FY 2025–2026 Budget.

## Recommendation

Staff recommends that the Town Council acknowledge the positions that have been successfully filled in accordance with the adopted FY 2025–2026 Budget and take note of the current vacancies.

Approved: ☒ Town Manager ☐ Town Attorney

## Attachments:

1. Staff Report



# Staff Report

<b>Consent Agenda Item:</b>	<b>New Hire/Vacancy Report</b>
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## Filled Positions

The Town Council is informed that the following positions have been successfully filled in accordance with the Adopted FY 2025–2026 Budget. This information is provided to formally acknowledge staffing updates and to maintain transparency in the hiring process.

<u>Full Time - Position</u>	<u>Department</u>	<u>Budget Line</u>	<u>Rate of Pay</u>
Firefighter I (2 positions)	Fire	10-20-5300-5100-0200	\$ 50,494.08/yr.
Facility Maintenance Specialist	PW – Appearance	10-60-5500-5100-0200	\$ 36,004.80/yr.
Sanitation Worker (1 position)	PW – Sanitation	10-40-5800-5100-0200	\$ 36,004.80/yr.
Water Plant Trainee	PU- Water Plant	30-71-7200-5100-0200	\$ 36,004.80/yr.

<u>Part Time – Position</u>	<u>Department</u>	<u>Budget Line</u>	<u>Rate of Pay</u>
Fire Fighter	Fire	10-20-5300-5100-0210	\$ 17.60/hr.
P & R General Staff (2 positions)	P & R	10-60-6200-5100-0210	\$ 10.00/hr.
SRAC General Staff	SRAC	10-60-6220-5100-0210	\$ 12.00/hr.
SRAC Aquatics Staff	SRAC	10-60-6220-5100-0220	\$ 10.00/hr.

## Current Vacancies

The Town Council is informed of the following current vacancies within the organization, which remain unfilled. These vacancies are reported to ensure transparency in staffing levels and to keep the Council apprised of ongoing recruitment efforts.

<u>Position</u>	<u>Department</u>	<u>Budget Line</u>
Deputy Police Chief	Police	10-20-5100-5100-0200
Police Officer (2 positions)	Police	10-20-5100-5100-0200
Police Officer (GHSP 1 position)	Police	10-20-5100-5100-0200
Police Officer (SRO 1 position)	Police	10-20-5100-5100-0200
Firefighter (1 position)	Fire	10-20-5300-5100-0200
Fire Inspector	Fire	10-20-5300-5100-0200
Public Works Crew Leader	PW – Streets	10-30-5600-5100-0200
Sanitation Worker (1 position)	PW – Sanitation	10-40-5800-5100-0200
Administrative Support Specialist	SRAC	10-60-6220-5100-0200
Recreation Center Supervisor	SRAC	10-60-6220-5100-0200
Construction Inspector/Utility Line Locator	Public Utilities	30-71-7220-5100-0200 31-72-7230-5100-0200



# Request for Town Council Action

**Consent** RFQ  
**Agenda** Request  
**Item:** Street  
Resurfacing  
**Date:** 09/02/2025

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**Subject:** RFQ approval for Street Resurfacing 25/26 yr.  
**Department:** Public works Department  
**Presented by:** Public Works Director - Lawrence Davis  
**Presentation:** Consent Agenda Item

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## Issue Statement

The Public works Department has identified sections of roadway that require resurfacing due to pavement deterioration and safety concerns. Resurfacing will extend the life of the streets, improve driving conditions, and reduce long-term maintenance costs.

The RFQ will request pricing for milling, asphalt paving, and related services as outlined in the project scope.

## Financial Impact

Amount of Bid & Agreement: Funding for this project is available in the approved [25/26 Fiscal year] Street Maintenance/Capital Improvement. The total project cost will be determined based on competitive quotations received.

## Action Needed

Approve issuance of the RFQ for street resurfacing and authorize staff to proceed with solicitation of quotations.

## Recommendation

Staff recommends that the Council approve issuance of the RFQ for street resurfacing and authorize staff to proceed with solicitation of quotations.

Approved: ☒ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report



# Staff Report

Consent	RFQ
Agenda	Request
Item:	Street
	Resurfacing

---

## Street Resurfacing list 25/26 year

- 1.Blocks 399 to 100 of **North Fourth Street** to Market. 0.21miles
- 2.Blocks 499 to 199 of **North Fifth Street** to Market. 0.36 miles
- 3.Blocks 100 to 399 of **E. Johnston St.** to South Fourth St. 0.21miles
- 4.Blocks 100 to 399 **S. Second** to E. Riverside.0.28miles
- 5.Blocks 500 to 799 of **S. Fifth street.** to 3010.47miles
- 6.Blocks 800 to 1999 of **S. Fifth Street.** to Brogden (Patch Work) 0.00 miles
- 7.Blocks 100 to **Second** of Wellons (Traffic loops need to be replaced) 0.01miles
- 8.Blocks 200 to 499 of **Sanders** to South Vermont. 0.28 miles
- 9.Blocks 1200 to 900 of **S. First street.** To Sanders 0.42 miles
- 10.Blocks 1200 to 900 of **S. Vermont.** To Sanders 0.42 miles
- 11.All of **Underwood** to the end. 0.48miles
- 12 All of **Carolina** to the end. 0.48 miles
13. Blocks **Blount St.** to Midway or to 301. 0.30 miles or to 0.60 miles
- 14.Blocks 899 to 800 of **Midway.** to West. 0.10 miles
15. Blocks 1000 to 800 of **Third Ave.** to West. 0.05 miles
16. Blocks 999 to 800 of **West St.** to North. 0.10 miles
- 17.Blocks 400 of **MLK.** to College Rd. 0.20 miles or to Brogden Rd. 0.90 miles
18. **E. Lee Street.** to MLK 0.13
- 19.Blocks of **Afton.** to Brookwood Dr. 0.19 miles
20. All of **N. Roderick.** 0.13 miles
21. All of **Milton.** 0.10 miles
22. All of **N. Rodgers.**0.13 miles

Including the potential for additional streets, as permitted within the budget.



# Request for Town Council Action

**Consent  
Agenda  
Item:** Request  
to sell  
real  
property  
**Date:** 09/02/2025

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**Subject:** Request to Sell Real Property  
**Department:** General Government  
**Presented by:** Assistant Town Manager - Kimberly Pickett  
**Presentation:** Consent Agenda Item

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## Issue Statement

The Town of Smithfield co-owns certain property located at 204 Britt Street, Smithfield, NC. During the course of the upset bid process, and in accordance with *NC G.S. 160A-269*, no qualifying upset bid was received during the 10-day public notice period from August 13, 2025 until August 25, 2025. The highest bid received is \$180,000. It is requested that the Council approve the highest responsive, responsible bidder, or reject the bid.

## Financial Impact

Income received from the sale of the property. The highest bid is \$180,000.

## Action Needed

Approve the sale of the property at 204 Britt Street, Smithfield NC by accepting the highest bid for \$180,000.

## Recommendation

Sell the property 204 Britt Street via an upset bid process consistent with NC General Statutes through acceptance of bid.

Approved: ☒ Town Manager ☐ Town Attorney

## Attachments:

1. Staff Report
2. Bid
3. Advertisement
4. SOG Process



# Staff Report

<b>Consent Agenda Item:</b>	<b>Request to Sell Real Property</b>
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The Town of Smithfield Fire Department and the Wilsons Mills Fire Department were willed the house and property at 204 Britt Street in Smithfield, with the proceeds of the sale of the property to be divided equally between the two entities, after expenses are deducted.

The Town Council must approve the final high offer of \$180,000 before the sale can proceed and be closed, which it will do within 30 days after the final upset bid period has passed. The Town reserves the right to withdraw the property from sale at any time before the final high bid is accepted and the right to reject at any time all bids.

NORTH CAROLINA  
TOWN OF SMITHFIELD

Offer To Purchase Form

(Upset Bid Procedure-Town of Smithfield)

I, Emanuel Aguilar-Carrillo, hereby offer to purchase the property described below for \$ 180,000<sup>00</sup>. I am paying the Town of Smithfield, a deposit of five percent (5%) of my offer with a cashiers check or certified check in the amount of \$ 9,050<sup>00</sup>. Should the Town Council propose to accept my offer, the Town shall then publish a notice of the offer saying that any person may within ten days raise the bid by not less than ten percent (10%) of the first \$1,000.00 and five percent (5%) of the remainder. Further, I understand that the person who raises the bid shall also be required to deposit five percent (5%) of the increased bid with the Town of Smithfield and that this upset bid process shall be repeated until there is no increased bid. The Town Council may accept the last bid and sell the property to the highest bidder or reject all bids. I/We understand that the terms of sale are (1) upon Town Council acceptance of the offer, the Town will convey the property by a non-warranty deed; (2) the Town will not prorate property (ad valorem) taxes; (3) closing within 60 days of final Town Council acceptance of my offer; and (4) payment of balance of purchase price in cash funds at closing. I understand that the Town Council may, at any time, reject any and all offers, without explanation. In any event, if my bid is rejected, my bid deposit will be returned to me. Once a bid has been accepted by the Town Council, the bid deposit will not be refunded.

The property I am bidding on is: 204 Britt Street, Smithfield NC 27577

OTHER CONDITIONS: Buyer must pay cash at closing.

My offer is made this date and will continue through the bidding process. I have read and understand the instructions printed on the reverse side of this Offer to Purchase.

Date:

Signature

Emanuel Aguilar-Carrillo

Mailing Address

33 Green Bramble Ct Smithfield, NC 27577

Telephone No.

(919) 440 3375 Home

( ) Work

**PLEASE SEE INSTRUCTIONS ON BACK**

**TOWN OF SMITHFIELD**  
**PUBLIC NOTICE**  
**SALE OF TOWN PROPERTY**  
**BY UPSET BID**

An offer of **\$180,000** has been submitted for the purchase of certain property owned by the Town of Smithfield, more particularly described as follows:

Property located at 204 Britt Street, Smithfield, NC 27577  
NC PIN No. 169409-06-2959 and PID 15086044

Persons wishing to upset the offer that has been received shall submit a **sealed bid** with their offer to the office of the Town Clerk, Town of Smithfield, 350 East Market Street, PO Box 761, Smithfield N.C., **by 4:00 pm August 25, 2025**. At that time, the Town Clerk shall open the bids, if any, and the highest qualifying bid will become the new offer. If there is more than one bid in the highest amount, the first such bid received will become the new offer. The bid opening will take place in the Town Hall Council Chambers.

A qualifying higher bid is one that raises the existing offer to an amount not less than **\$189,050.00**.

A qualifying higher bid must be accompanied by a deposit in the amount of five percent (5%) of the bid; the deposit may be made in cash, cashier's check, or certified check. The Town will return the deposit on any bid not accepted, and will return the deposit on an offer subject to upset if a qualifying higher bid is received. The Town will return the deposit of the final high bidder at closing. The buyer must pay cash at closing.

The Town Council must approve the final high offer before the sale is closed, which it will do within 30 days after the final upset bid period has passed. The Town reserves the right to withdraw the property from sale at any time before the final high bid is accepted and the right to reject at any time all bids.

All inquiries should be directed to the Town of Smithfield, Michael Scott, Town Manager, 350 East Market Street, PO Box 761, Smithfield NC 27577. Telephone (919) 934-2116, ext. 1104 or via email at [Michael.scott@smithfield-nc.com](mailto:Michael.scott@smithfield-nc.com). **ALL MAILED BIDS MUST DENOTE ON THE ENVELOPE "SEALED BID"**.

To Be Published in the Johnstonian News on 8/13/2025



## **Local Government Property Disposal Procedures**

### **Sale by Negotiated Offer and Upset Bid (G.S. 160A-269)**

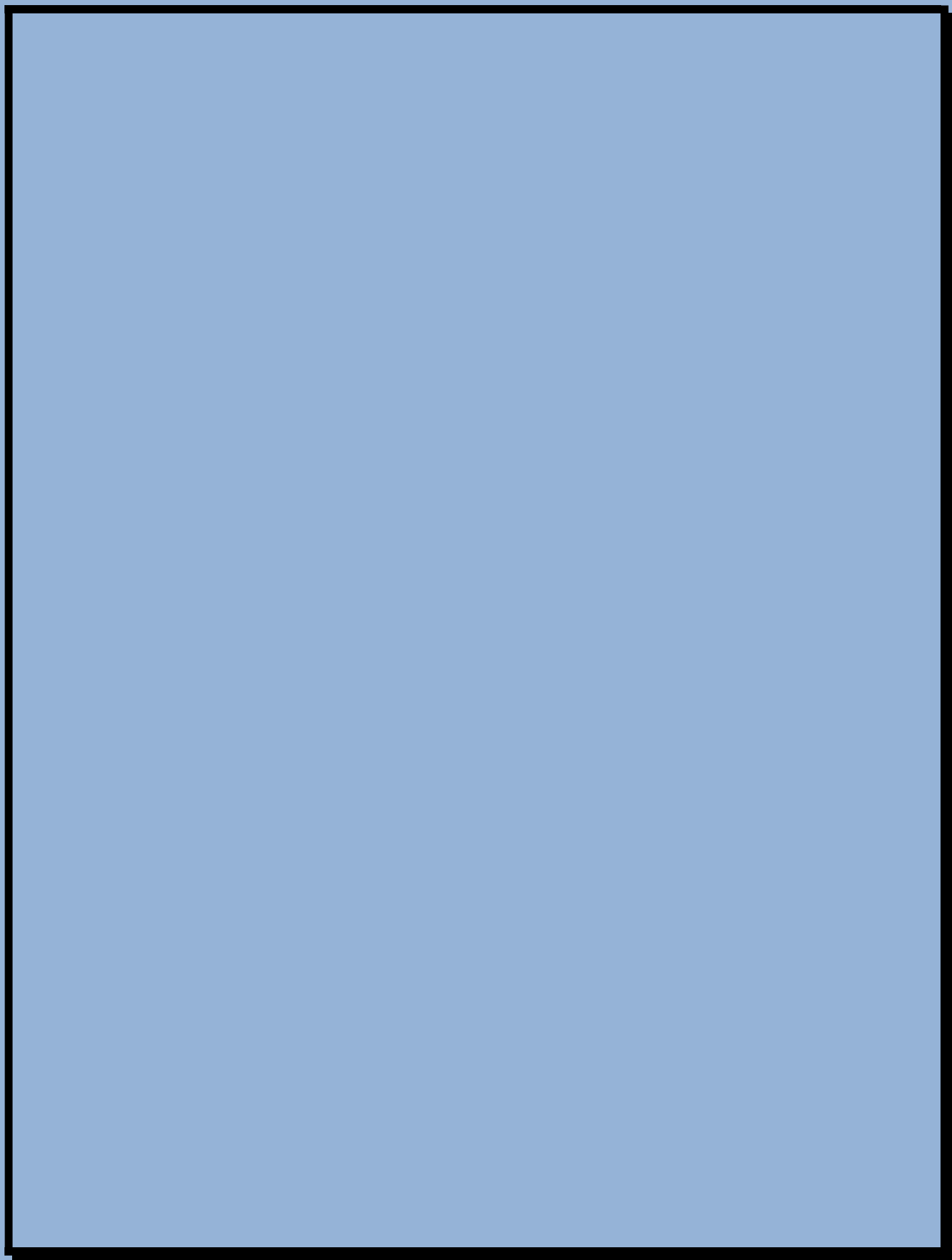
Listed below are the basic procedures required under state law for disposing of personal and real property by the negotiated offer and upset bid procedure.

- Step 1** Unit receives an offer to purchase property. The unit may solicit offers informally, and may negotiate with a prospective buyer prior to initiating the upset bid procedure.
- Step 2** Governing board adopts a resolution accepting the offer and authorizing the upset bid procedure. The offeror deposits 5% of bid amount with clerk while upset procedure takes place.
- Step 3** Publish advertisement for upset bids in a newspaper of general circulation within the jurisdiction (electronic advertisement is not authorized). The advertisement must describe the property to be sold, the terms and conditions of the sale, and the requirements for submitting a qualifying upset bid within 10 days after the date of publication: a qualifying upset bid must be an amount at least 10% of the first \$1000 of the original offer and 5% of the remainder. Bidders must submit qualifying upset bids within 10 days after date of advertisement and their bids must be accompanied by a 5% bid bond or deposit.
- Step 4** If a qualifying upset bid is received, repeat the advertisement and upset bid process until no additional qualifying upset bid is received.
- Step 5** After no additional qualifying upset bids have been received, governing board awards to the highest responsive, responsible bidder or rejects all bids.

***Template resolutions and notices of sale are available on the School of Government's Local Government Procurement and Property Disposal microsite under "Sample Property Disposal Forms"***  
**[www.ncpurchasing.unc.edu](http://www.ncpurchasing.unc.edu)**

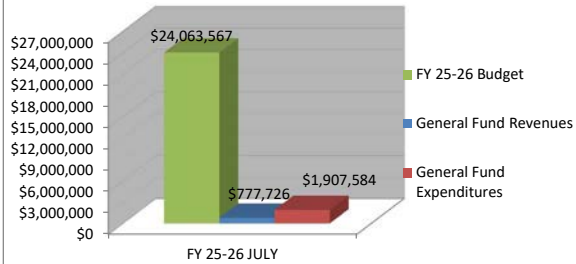


# Financial Report

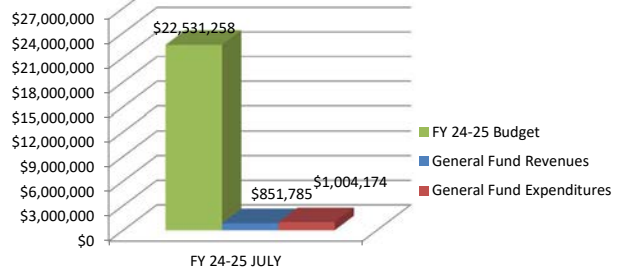


## Town of Smithfield Revenues vs. Expenditures

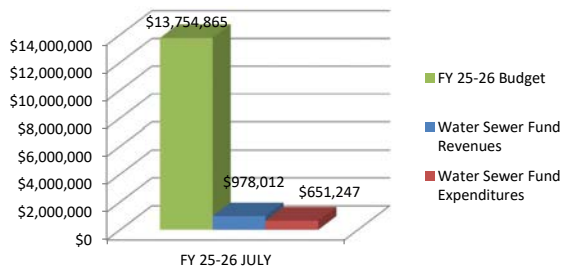
**2025 YTD General Fund Revenues vs. Expenditures**



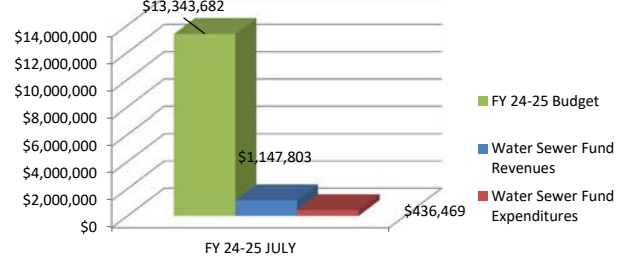
**2024 YTD General Fund Revenues vs. Expenditures**



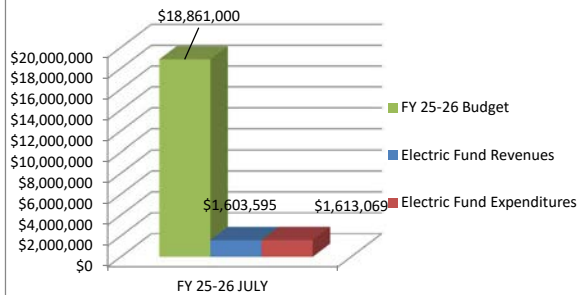
**2025 YTD W/S Revenues vs. Expenditures**



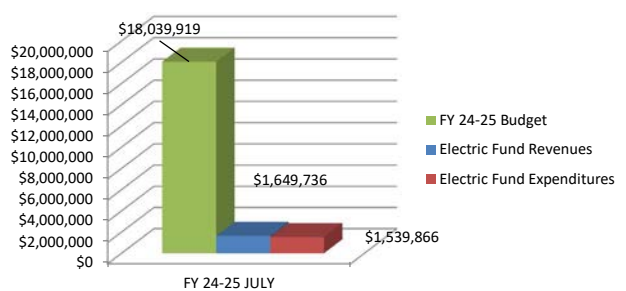
**2024 YTD W/S Revenues vs. Expenditures**



**2025 YTD Electric Revenues vs. Expenditures**



**2024 YTD Electric Revenues vs. Expenditures**



**TOWN OF SMITHFIELD**  
**MAJOR FUNDS FINANCIAL SUMMARY REPORT**  
**July 31, 2025**  
**Gauge: 1/12 or 100 Percent**

**8.33%**

<b>GENERAL FUND</b>				
	<b>Actual to Date FY '24-25</b>	<b>Budget FY '25-26</b>	<b>Actual to Date FY '25-26</b>	<b>YTD % Collected</b>
<b>Revenues</b>				
Ad Valorem Taxes	\$ 87,322	\$ 10,603,600	\$ 123,012	1.16%
Other Taxes and Licenses	46,170	79,000	5,182	6.56%
Unrestricted Intergovernmental	390,466	5,286,400	385,266	7.29%
Restricted Intergovernmental	204	496,900	-	0.00%
Permits and Fees	246,470	2,775,800	249,840	9.00%
Investment Earnings	35,742	500,000	9,670	1.93%
Miscellaneous	45,411	911,867	4,756	0.52%
Transfer From Other Funds	-	755,000	-	0.00%
Sale of Fixed Assets	-	35,000	-	0.00%
Loan Proceeds	-	420,000	-	0.00%
Fund Balance Appropriated	-	2,200,000	-	0.00%
<b>Total</b>	<b>\$ 851,785</b>	<b>\$ 24,063,567</b>	<b>\$ 777,726</b>	<b>3.23%</b>

**TOWN OF SMITHFIELD  
MAJOR FUNDS FINANCIAL SUMMARY REPORT**

**July 31, 2025**

**Gauge: 1/12 or 100 Percent**

	Actual to Date		Budget		Actual to Date		YTD % Spent
	FY '24-25		FY '25-26		FY '25-26		
<b>Expenditures</b>							<b>8.33%</b>
General Gov.-Governing Body	\$ 19,677	\$	907,110	\$	176,059		19.41%
Non Departmental	235,280		1,409,950		290,661		20.61%
Debt Service	178,454		377,009		-		0.00%
Finance	6,145		172,480		9,522		5.52%
IT	8,590		188,190		5,049		2.68%
Planning	15,207		500,395		34,847		6.96%
Police	163,805		6,341,980		579,123		9.13%
Fire	119,265		4,006,650		252,027		6.29%
General Services/Public Works	35,967		979,710		203,629		20.78%
Streets	17,830		2,608,915		28,042		1.07%
Motor Pool/Garage	27,177		183,460		20,243		11.03%
Powell Bill	18		440,900		-		0.00%
Sanitation	56,651		2,294,460		115,668		5.04%
Stormwater	2,829		525,600		10,704		2.04%
Parks and Rec	54,567		1,403,910		82,116		5.85%
SRAC	61,699		1,278,370		97,340		7.61%
Sarah Yard Center	1,013		68,810		2,554		3.71%
Contingency	-		375,668		-		0.00%
<b>Total</b>	<b>\$ 1,004,174</b>	<b>\$</b>	<b>24,063,567</b>	<b>\$</b>	<b>1,907,584</b>		<b>7.93%</b>

YTD Fund Balance Increase (Decrease)

(152,389) (1,129,858)

**TOWN OF SMITHFIELD  
MAJOR FUNDS FINANCIAL SUMMARY REPORT**

**July 31, 2025**

**Gauge: 1/12 or 100 Percent**

**8.33%**

**WATER AND SEWER FUND**

<b>Revenues</b>	<b>Actual to Date FY '24-25</b>	<b>Budget FY '25-26</b>	<b>Actual to Date FY '25-26</b>	<b>YTD % Collected</b>
Water Sales	\$ 576,538	\$ 6,550,000	\$ 508,151	7.76%
Sewer Sales	475,395	5,945,090	444,929	7.48%
Connection and Tap Fees	13,345	95,000	8,665	9.12%
Miscellaneous	56,202	639,000	13,719	2.15%
Interest Earnings	26,323	225,775	2,548	1.13%
Sale of Fixed Assets	-	-	-	#DIV/0!
Transfer from Booker Dairy Rd Fund	-	-	-	#DIV/0!
Insurance Recovery	-	-	-	#DIV/0!
Fund Balance Appropriated	-	300,000	-	0.00%
<b>Total</b>	<b>\$ 1,147,803</b>	<b>\$ 13,754,865</b>	<b>\$ 978,012</b>	<b>7.11%</b>

<b>Expenditures</b>	<b>Actual to Date FY '24-25</b>	<b>Budget FY '25-26</b>	<b>Actual to Date FY '25-26</b>	<b>YTD % Spent</b>
Water Plant ( <b>Less Transfers</b> )	\$ 140,683	\$ 2,827,050	\$ 201,856	7.14%
Water Distribution/Sewer Coll ( <b>Less Transfers</b> )	295,786	5,994,750	449,391	7.50%
Transfer to W/S Capital Project Fund	-	2,245,000	-	0.00%
Transfer to W/S Capital Reserve Fund	-	800,000	-	0.00%
Capital Outlay	-	571,122	-	0.00%
Debt Service	-	1,060,247	-	0.00%
Contingency	-	256,696	-	0.00%
<b>Total</b>	<b>\$ 436,469</b>	<b>\$ 13,754,865</b>	<b>\$ 651,247</b>	<b>4.73%</b>

YTD Fund Balance Increase (Decrease)

711,334

-

326,765

**TOWN OF SMITHFIELD  
MAJOR FUNDS FINANCIAL SUMMARY REPORT**

**July 31, 2025**

**Gauge: 1/12 or 100 Percent**

**8.33%**

**ELECTRIC FUND**

<b>Revenues</b>	<b>Actual to Date FY '24-25</b>	<b>Budget FY '25-26</b>	<b>Actual to Date FY '25-26</b>	<b>YTD % Collected</b>
Electric Sales	\$ 1,600,107	\$ 18,320,000	\$ 1,571,090	8.58%
Connection Fees	7,900	86,000	8,700	10.12%
Miscellaneous	11,832	115,000	11,670	10.15%
Penalties	6,071	90,000	7,343	8.16%
Investment earnings	23,826	250,000	4,792	1.92%
Sale of Fixed Assets	-	-	-	#DIV/0!
Insurance Recovery	-	-	-	#DIV/0!
Fund Balance Appropriated	-	-	-	#DIV/0!
<b>Total</b>	<b>\$ 1,649,736</b>	<b>\$ 18,861,000</b>	<b>\$ 1,603,595</b>	<b>8.50%</b>

159

<b>Expenditures</b>	<b>Actual to Date FY '24-25</b>	<b>Budget FY '25-26</b>	<b>Actual to Date FY '25-26</b>	<b>YTD % Spent</b>
Administration/Operations	\$ 273,802	\$ 3,563,414	\$ 426,461	11.97%
Purchased Power - Non Demand	517,369	13,100,000	1,186,608	9.06%
Purchased Power - Demand	652,347	-	-	#DIV/0!
Purchased Power - Debt	96,348	-	-	#DIV/0!
Debt Service	-	342,586	-	0.00%
Capital Outlay	-	600,000	-	0.00%
Transfers to Electric Capital Project Fund	-	1,150,000	-	0.00%
Transfers to Electric Capital Reserve Fund	-	-	-	#DIV/0!
Transfers to General Fund	-	105,000	-	0.00%
<b>Total</b>	<b>\$ 1,539,866</b>	<b>\$ 18,861,000</b>	<b>\$ 1,613,069</b>	<b>8.55%</b>

**YTD Fund Balance Increase (Decrease)**

109,870 - (9,474)

**TOWN OF SMITHFIELD**  
**MAJOR FUNDS FINANCIAL SUMMARY REPORT**  
**July 31, 2025**  
**Gauge: 1/12 or 100 Percent**

**8.33%**

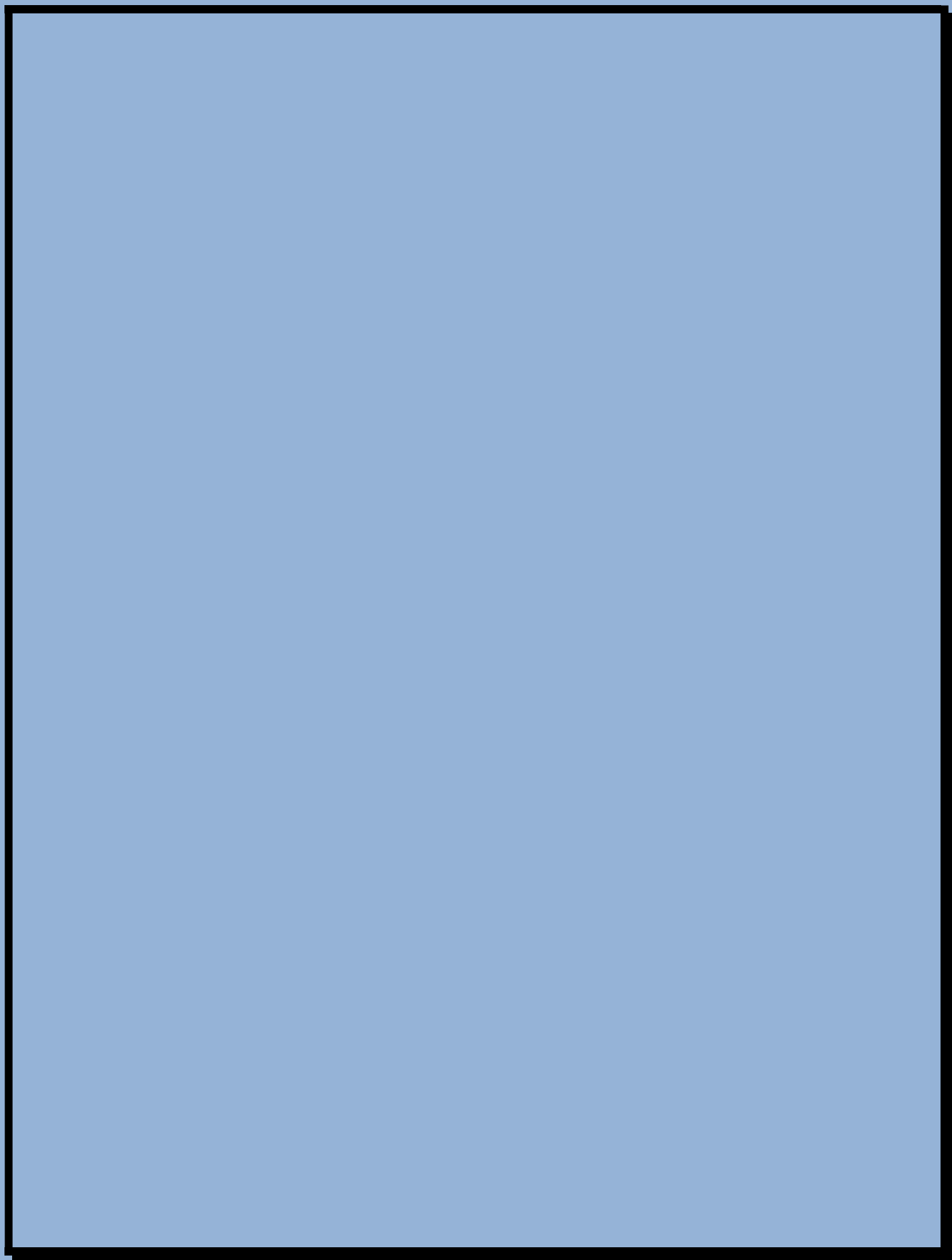
<b>CASH AND INVESTMENTS FOR JULY 2025</b>			
General Fund (Includes P. Bill and ARPA)	23,272,030		
Water and Sewer Fund	15,437,740		
Electric Fund	11,241,296		
NCOBM Fund (21)	489,496		
JB George Endowment (40)	143,184		
Water Plant Expansion (43)	954,817		
Capital Project Fund: Wtr/Sewer (45)	1,226,276		
Capital Project Fund: General (46)	1,521,190		
Capital Project Fund: Electric (47)	(591)		
FEMA Acquisitions and Elevations (48)	550		
Firemen Relief Fund (50)	105,352		
Fire District Fund (51)	54,802		
Water and Sewer Capital Reserve Fund (70)	1,369,968		
Electric Fund Capital Reserve Fund (71)	200,000	1st CITIZENS	38,367,312 1.75% / 4.29%
General Capital Reserve Fund (72)	691,816	NCCMT	5,636,272 5.000%
Total	56,707,926	KS BANK	2,442,593 3.00%
		TRUIST	10,261,749 3.25%
			<hr/>
	\$		56,707,926

**Account Balances Confirmed By Finance Director on**

**8/25/2025**

**-**

# Department Reports



## **FINANCE DEPARTMENTAL REPORT FOR JULY 2025**

### **ACCOMPLISHMENTS**

- Accounts Receivable related policies written for board approval
- Assisted with the implementation of the new employee benefit management team
- Refunded numerous utility accounts with credit balances or applied credit balances to new accounts for old utility accounts; cleaned up the inactive revenue codes on utility accounts
- Saved \$3,600 in professional fees (Finance Department), approximately \$2,000 in bank service charges (General, Water Sewer, Electric Fund), and \$1,300 in telephone charges
- Implemented invoice and pre audit approval process for accounts payable
- Updated all grant and capital project ordinances to comply with ordinance and resolution statutory requirements
- Drafted the revised employee handbook for manager, human resource director, and council approval
- Assisted with the phone and internet implementation projects
- Set up capital reserve funds for general statute compliance
- Wrote financial statements and made substantial corrections to the accounting records
- Corrected pre-tax and post-tax payroll deductions for affected full time employees
- Improved service order process between customer service representatives and utility technician via e-mailing service orders
- Converted Planning Board and Board of Adjustments to Payroll to comply with IRS regulations
- Wrote required ARPA Policies approved by the board
- Implemented purchase card program for each department

### **WORK IN PROGRESS**

- In process of updating the Customer Service Policy Manual (approval delayed for new regulations) and creating a Red Flag Policy for utility billing customer information
- In process of implementing a monthly closing schedule for all finance functions for timely reporting
- In process of setting up general ledger account reconciliations and delegating those tasks to finance and customer service staff
- In process of updating internal control policies and procedures in relation to finance and customer service
- In process of comprehensive inventory of fixed assets for all departments
- In process of comprehensive inventory of IT hardware and software town wide
- In process of working with Town Clerk and Town Manager to properly account for capital project funds
- In process of working to implement online payments with PIO for various departments including planning and fire inspection fees
- In process of implementing a training plan for each employee in finance and customer service departments

**FINANCE DEPARTMENTAL REPORT FOR JULY 2025 (CONTINUED)**  
**WORK IN PROGRESS (CONTINUED)**

- In process of changing the deposit procedures to save additional bank charges and increase the average daily balance to increase interest income

**GOALS**

- Update all policies and procedures related to finance and customer service in the near term for council approval
- Work with various departments to obtain a document management system so all departments can access documents for various town projects



## Planning Department Development Report

### Preliminary Subdivisions

Case ID	Project Name	Tax ID	Owner/Applicant	Submittal Date	PB Review Date	TC Hearing Date	Approval Date	Note
S-25-04	Village on the Neuse	14075011A, 14001001	HomeVestors - Eric Villeneuve	4/8/2025	5/1/2025	7/15/2025	7/16/2025	Approved but waiting on payment of fees
S-25-03	Heritage Townes at Waddell	15005023, 15005022	Shovel Ready Johnston, Inc	3/5/2025	4/3/2025	5/20/2025	5/20/2025	
S-25-02	Powell Tract Subdivision	151080141 / 1510801	Crantock Land	1/7/2025	3/6/2025	5/20/2025	5/20/2025	
S-25-01	Buffalo Ridge	140001021 14057011X /	Smithfield Land Group	1/3/2025	2/6/2025	3/18/2025	3/18/2025	
S-24-08	Local 70 Residential Developer (Skybrook)	14057011Y	Smithfield Growth LLC	11/21/2024	12/5/2024	1/21/2024	2/5/2025	5/20/2025
S-24-07	Buffalo Road (Skybrook) Subdivision	14A033005 14057011Y, 14057011X	Vesta Enterprises, Inc.	11/18/2024	12/5/2024	1/21/2024	2/5/2025	CD submitted 6/3/25
S-24-06	Local 70 (Interim) plat	14057011X	Smithfield Growth LLC	10/4/2024	11/14/2024	12/17/2024	12/17/2024	N/A
S-24-05	Powell Tract Subdivision	15108014 15049017/ 15049010	Crantock Land	8/25/2024	10/3/2024	12/3/2024	denied	denied by Council
S-24-03	Wellons Woods	15049010	BRL Engineering	4/8/2024				Withdrawn
S-24-02	Hillcrest-Poplar-Riverdale	15083049B	BRL Engineering	3/7/2024	4/4/2024	4/16/2024	4/16/2024	CDs not approved
S-24-01	Jubilee Creek	167300-68-6746	CMH Homes Inc/McIntyre & Assoc	12/17/2023	3/7/2024	3/19/2024	5/7/2024	11/7/2024

### Final Plats

Case ID	Project Name	Owner/Applicant	Submittal Date	Approval Date	Note
S-22-02	Finley Landing Phase 4	CE Group	5/6/2025		
S-18-02	Kamden Ranch Phase 2B	Laura and Scott Lee	5/6/2025	6/13/2025	
S-22-02	Finley Landing Phase 3	CE Group		1/31/2025	
S-22-02	Finley Landing Phase 2	CE Group		12/19/2024	
S-24-06	Local 70 Interim Plat	Smithfield Growth LLC		12/19/2024	

### Conditional Zonings

Case ID	Project Name	Tax ID	Owner/Applicant	Submittal Date	PB Review	TC Hearing	Decision	Notes
CZ-25-05	Holding Property							
CZ-25-04	Local 70 PUD Map Amendment	14057011Y	Carolina Commercial	45833	45876	8/19/2025		

15K11019D, 15K11019F,  
15L11043, 15K11017,  
15K11047C, 15K11047F,  
15K11047, 15L11042B

Contender

7/15/25 &  
7/10/2025 8/5/25

6/6/2025

2/27/2025 4/3/2025 4/15/2025 Approved  
2/25/2025 3/6/2025 3/18/2025 Approved

10/9/2024 11/14/2024 12/3/2024 Approved

10/8/2024 11/14/2024 12/17/2024 Approved  
9/13/2024 10/3/2024 10/15/2024 denied  
8/6/2024 9/5/2024 9/17/2025 Approved  
7/3/2024 8/1/2024 8/20/2024 Approved  
5/3/2024 6/6/2024 6/18/2024 Denied

3/11/2024 4/4/2024 5/21/2024 Approved  
2/2/2024 3/7/2024 3/19/2024 Approved

### Special Use Permits

Case ID	Project Name	Tax ID	Owner/Applicant	Submittal Date	PB Review	TC Hearing	Decision	Notes
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SUP-24-05	Stadler Station	15074012E	Brown Investment Proprieties	8/13/2024	10/3/2024	11/19/2024	Approved	
SUP-24-04	Heritage Townes at NC210	15079012A	Shovel Ready Johnston, Inc	8/6/2024				Project withdrawn
SUP-24-03	Country Club Townhomes	15J11023	Crantock Land, LLC	8/12/2024	9/5/2024	11/19/2024	Denied	
SUP-24-02	Heritage Townes at Waddell	15005023, 15005022	Shovel Ready Johnston, Inc	7/5/2024	10/3/2024	12/17/2024	Approved	
SUP-24-01	Hartley Drive Townhomes	15089019A/15K09 010A /15K09010P	Terra Eden	7/1/2024	8/1/2024	8/20/2024	Approved	

### Rezoning

Case ID	Project Name	Tax ID	Owner/Applicant	Submittal Date	PB Review	TC Hearing	Decision	Notes
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RZ-25-03	Mitchell Concrete to R-20A/B-3 H	15O99004J and 15O990012	Marshall Concrete	6/27/2025	8/7/2025	8/19/2025		
RZ-25-01	B-3/R-20A to LI	17J07032	Clarius	6/4/2025	7/10/2025	8/19/2025		
RZ-24-09	N/A	15006015/ 15007014	JCC/New Vision Partners LLC	11/8/2024	11/14/2024	12/17/2024	Approved	
RZ-24-08	606 S 3rd Street	15039027	Syed Rizvi	8/13/2024	9/5/2024	9/17/2024	Denied	

RZ-24-07	Village on the Neuse to R-8	14001001/140750 11A	Village on the Neuse LLC	8/19/2024	10/3/2024	Withdrawn	
RZ-24-06	400 Brightleaf to B-3	15015033/150160 33/15016032	David Dupree	5/24/2024	7/11/2024	8/13/2024 Approved	
RZ-24-05	Watershed Boundary Update		Town Staff	12/22/2023	6/6/2024	6/18/2024 Approved	
RZ-24-04	Heavner Property to R-8	15089019A/15K09 010A /15K09010P	Terra Eden	4/5/2024	5/2/2024	5/21/2024 Approved	
RZ-24-03	1558 W Market St to B-3	15077033B 15L11014A /	Lena Patterson Parks	4/28/2024	5/2/2024	5/21/2024 Approved	
RZ-24-02	Joco Massey Tract to O/I	15L11014E 15J08015b	JOCO	3/20/2024	5/2/2024	5/21/2024 Approved	
RZ-24-01	Swift Creek Proprety to LI	/15J08014C	Tulloss/Grosclose	3/2/2024	4/4/2024	5/7/2024 Approved	
<b>Site Plans</b>							
Case ID	Project Name	Tax ID	Owner/Applicant	Submittal Date	First Review Complete	2nd Review Complete	3rd Review Complete Approval Date Notes
SP-25-06	Perfect Ride	15006006	Gray Creek Properties, LLC (Lee Stanley)	6/30/2025			
SP-25-05	JNX Public Safety Hanger	15079001	JNX Public Safety Hanger	4/17/2025	7/11/2025		
SP-25-04	JNX Taxilane Rehab & Constuct B	15079017D	JNX Airport	5/1/2025			5/20/2025
SP-25-03	Webster Accounting	15044032 15025020/	Adam Webster	3/18/2025	5/1/2025	6/24/2025	6/30/2025
SP-25-02	Johnston Hotel	15025021	Noviomagus LLC	3/5/2025	5/12/2025		7/3/2025 incomplete
SP-25-01	West Market Office Bldg	15080053	Lee and Gudgins				Turned over to Bob for Code Enforcement
SP-24-14	Gates Concrete	15079005F	Larry Gates	11/14/2024	12/23/2024		
SP-24-13	JCC Repaving	169308-87-5887 15084003D/	JCC	10/21/2024	12/11/2024	2/24/2025	3/21/2025 3/24/2025
SP-24-12	Smithfield West	15084003F	Jim Perricone	10/17/2024	11/18/2024	2/10/2025	6/9/2025
SP-24-11	Smithfield Storage	15077023	Adams and Hodge	10/16/2024	12/9/2024	3/31/2025	4/29/2025 first review completed
SP-24-10	Town Place Suites	15008046T	Bartlett Engineering	6/2/2024	7/30/2024		
SP-24-09	Neuse Charter Elementary	14057005E	Terra Eden	5/21/2024	6/14/2024	7/2/2024	7/2/2024
SP-24-08	Market Street Plaza	15K10023	Adams and Hodge	5/16/2024	10/9/2024	3/31/2025	6/10/2025
SP-24-07	JoCo Waste Water Plant Bldg	15o99006	Dellinger Inc	5/13/2024			5/29/2024
SP-24-06	CarMax	15K10061	CE Group	4/22/2024	5/10/2024		6/21/2024

SP-24-05	Equipment Share	15060031	Onyx Creative	4/25/2024	8/15/2024	11/25/2024	Email comments Project withdrawn
SP-24-04	Express Oil Change						
SP-24-03	Airport Industrial Park Lot 13	15J08017P	Capital Civil Engineering	2/7/2024	2/22/2024	12/6/2024	
SP-24-02	Bulldog Harley-Davidson	15074012R	Onsite Civil Group	11/17/2023	2/21/2024	3/19/2024	4/25/2024
SP-24-01	Lynn's Automotive Repair	15077009	ECLS Global Inc	2/1/2024	2/21/2024	4/2/2024	Project appears to be on hold
SP-23-12	Smithfield Venue	15008045C	Anchor Properties	12/1/2023	1/2/2024	2/1/2024	Project appears to be on hold
<b>Annexations</b>							
Case ID	Project Name	Tax ID	Owner/Applicant	Submittal Date	Council Hearing	Decision	
ANX-25-03	Heath Street #215 Annexation	15078009K	Alexis Barefoot - Heath Street #215	7/22/2025			
ANX-25-02	West Smithfield Elementary	15I09034G	JC Board of Education	2/17/2025	5/6/2025	Approved	
ANX-25-01	Barbour Road	17K09016J	Town of Smithfield	3/2/2025	3/18/2025	Approved	
ANX-24-02	Local 70	14057011Y	Smithfield Growth LLC	11/25/2024	2/5/2025	Approved	
ANX-24-01	SST Properties	15077033C	SST Properties	3/15/2024	5/21/2024	Approved	
<b>Variances</b>							
Case ID	Project Name	Tax ID	Owner/Applicant	Submittal Date	BOA Review Date	Decision	Notes
BA-25-04	Chicken Salad Chick Sign Variance	15005033	Heather Damon	6/3/2025	7/31/2025	Approved	
BA-25-03	Perry Harris South Second Street	15029033	Perry Harris	5/7/2025	6/12/2025	Approved	
BA-25-02	57 Strickland Road ADU size Variance	17I07024E	Marilyn Mozingo	4/1/2025	4/24/2025	Approved	
BA-25-01	Lynda Carroll Pool Variance	15I11023P	michael and Linda Carroll	2/28/2025	3/27/2025	Approved	
BA-24-09	Curated Collections Sign Variance	15L11008T	Carolina Venture Investments, LLC/Curated Collections of NC LLC	12/3/2024	1/30/2025	Approved	
BA-24-08	Johnston Animal Hospital - Sign height variance	15005056	Jodee Langdon	11/21/2024		Withdrawn	
BA-24-07	Equipment Share					Withdrawn	

BA-24-06	Brightleaf Plaza Signs-setback variance	15005041	Jim Perricone	8/2/2024	8/29/2024	approved	
BA-24-05	Reginald Barnes - street frontage variance	15063037	Reginald Barnes Adams and Hodge Engineering, PC	7/24/2024	8/29/2024	approved	
BA-24-04	Market Street Plaza - 8' Streetyard Variance	15K10023		7/10/2024	8/29/2024	Approved	
BA-24-03	Holly's Open Air Market - 35' front setback variance	15041023	Professional Permits	1/18/2024	4/25/2024	Approved	Incomplete
BA-24-02	Packing Plan Road						
BA-24-01	937 N Brightleaf- 8' side yard variance	15007001	Comfort Shield HVAC of NC	2/14/2024	3/28/2024	Approved	
<b>UDO Text Amendments</b>							
Case ID	Project Name	Applicant	Submittal Date	PB Review Date	TC Hearing	Decision	Notes
ZA-25-04	Private Clubs in B-1 with SS	Town and DSDC	7/17/2025	8/7/2025			
ZA-25-03	DT Overlay	Town and DSDC	7/17/2025	8/7/2025			
ZA-25-02	B-3 height from 40'-50'	Brown Property	6/3/2025	7/10/2025	7/15/2025	Approved	on hold PB reviewed
ZA-25-01	Tattoo Establishments	Staff	10/18/2024	2/5/2025			on hold
ZA-24-03	Misc. MF Amendments	Staff	10/7/2024	11/14/2024-1/2/25	1/21/2025		
ZA-24-02	MF in B-3	Staff	7/1/2024	8/1/2024	8/13/2024	Approved	
ZA-24-01	Driveways	Staff	5/2/2024	6/6/2024	6/18/2024	Approved	
ZA-23-06	Articles 2, 10, Append A	Staff	4/26/2023	5/4/2023	11/12/2024	Approved	
ZA-23-09	Watershed Boundary Update	Staff	12/20/2023	12/7/2023	1/4/2024	Approved	



Town of Smithfield  
 Planning Department  
 350 E. Market St, Smithfield, NC  
 P.O. Box 761, Smithfield, NC  
 Phone: 919-934-2116  
 Fax 919-934-1134

### Permit Summary Report for July 2025

Permit Type	# Issued	Permit Fees
Site Plan (Major/Minor)	4	\$450.00
Sign	4	\$200.00
Single Family & Two Family Zoning	8	\$200.00
Building	2	\$50.00
Commercial & Multi-Family Zoning	2	\$200.00
Land Use	11	\$1025.00
Land Use	1	\$100.00
Total Zoning Permit Application	1	\$100.00
<b>Report Period Total:</b>	<b>32</b>	<b>\$2225.00</b>
<b>Fiscal YTD Total:</b>	<b>407</b>	<b>\$25,025.00</b>

### Individual Permit Breakdown for July 1<sup>st</sup> – July 31<sup>st</sup> 2025

Permit Type	Sub Type	Permit#	Address	Issue Date	Permit Fee
Site Plan	Minor Site Plan	SP25-000016	615-K Barbour Road	07/03/2025	25
Site Plan	Minor Site Plan	SP25-000017	313 East Johnston Street	07/03/2025	100
Site Plan	Minor Site Plan	SP25-000018	Tower Co. Cell Tower	07/08/2025	300
Site Plan	Minor Site Plan	SP24-000117	615 Barbour Road Unit J	07/30/2025	25
<b>Site Plan Total</b>	<b>Minor Site Plan Total</b>			<b>4</b>	<b>450</b>
Zoning	Building	Z25-000029	115 North Finley Landing	07/28/2025	25
Zoning	Building	Z25-000266	110 Cypress Point	07/01/2025	25
<b>Zoning Total</b>	<b>Building Total</b>			<b>2</b>	<b>50</b>
Zoning	Commercial & Multi-Family Zoning	Z25-000289	200 South Front Street	07/31/2025	100
Zoning	Commercial & Multi-Family Zoning	Z25-000290	101-3B East Market Street	07/31/2025	100

<b>Zoning Total</b>	<b>Commercial &amp; Multi-Family Zoning Total</b>			<b>2</b>	<b>200</b>
Zoning	Land Use	Z25-000286	300 Wilsons Mills Road	07/28/2025	100
Zoning	Land Use	Z25-000281	1025 Outlet Center Drive Suite 80	07/21/2025	100
Zoning	Land Use	Z25-000267	7 Franklin Drive	07/02/2025	25
Zoning	Land Use	Z25-000265	135 North Third Street	07/01/2025	100
Zoning	Land Use	Z25-000271	1519 West Market Street	07/03/2025	100
Zoning	Land Use	Z25-000269	1701 South Brightleaf Boulevard	07/03/2025	100
Zoning	Land Use	Z25-000272	515 North Eight Street	07/08/2025	100
Zoning	Land Use	Z25-000276	107 South Front Street	07/14/2025	100
Zoning	Land Use	Z25-000277	519 Outlet Center Drive	07/16/2025	100
Zoning	Land Use	Z25-000278	1519 West Market Street	07/16/2025	100
Zoning	Land Use	Z25-000285	320 Stancil Street	07/24/2025	100
<b>Zoning Total</b>	<b>Land Use Total</b>			<b>11</b>	<b>1025</b>
Zoning	Sign	Z25-000282	1025 Outlet Center Dr. Suite 80	07/21/2025	50
Zoning	Sign	Z25-000273	259 Venture Drive Ste. 5	07/10/2025	50
Zoning	Sign	Z25-000270	1025 Outlet Center Drive Suite 230	07/03/2025	50
Zoning	Sign	Z25-000268	300 South Third Street Unit B & C	07/02/2025	50
<b>Zoning Total</b>	<b>Sign Total</b>			<b>4</b>	<b>200</b>
Zoning	Single Family & Two Family Zoning	Z25-000279	7 Lansdowne Place	07/17/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000280	1122 Packing Plant Road	07/17/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000283	306 Martin Luther King Jr. Drive	07/23/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000284	902 D Rand Street	07/24/2025	25

Zoning	Single Family & Two Family Zoning	Z25-000287	409 West Wellons Street	07/28/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000288	1202 South First Street	07/28/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000274	15 Nottingham Place	07/14/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000275	328 Hopewell Branch Court	07/14/2025	25
<b>Zoning Total</b>	<b>Single Family &amp; Two Family Zoning Total</b>			<b>8</b>	<b>200</b>
Zoning Permit Application	Land Use	SZD25-000003	723 South Third Street	07/10/2025	100
<b>Zoning Permit Application Total</b>	<b>Land Use Total</b>			<b>1</b>	<b>100</b>
<b>All Permits Total</b>				<b>32</b>	<b>2225</b>



## SMITHFIELD POLICE DEPARTMENT

110 S. Fifth Street • Smithfield, NC 27577

Phone: (919) 934-2121 • Fax: (919) 934-0223

### MONTHLY STATISTICS

*MONTH ENDING JULY 31<sup>ST</sup>, 2025*

	MONTHLY TOTAL	YEAR TO DATE TOTAL
CALLS FOR SERVICE	1,991	12,716
INCIDENT REPORTS TAKEN	144	1,002
BURGLARY	1	33
CASES CLOSED	123	761
ACCIDENT REPORTS	76	621
ARREST REPORTS TAKEN	102	656
DRUGS	30	147
DWI	6	52
CITATIONS ISSUED	353	1,818
PARKING/PAID	30/15	278/73
SPEEDING	71	216
NOL/DWLR	110	584
FICT/CNCL/REV REG CARD/TAG	73	355

*Smithfield, North Carolina • The Heart of Johnston County Since 1777*

**REPORTED UCR OFFENSES FOR THE MONTH OF JULY 2025**

PART I CRIMES	July 2024	July 2025	+/-	Percent Changed	Year-To-Date		Percent	
					2024	2025	+/-	Changed
MURDER	0	0	0	N.C.	1	1	0	0%
RAPE	0	1	1	N.C.	1	2	1	100%
ROBBERY	1	1	0	0%	5	3	-2	-40%
Commercial	1	0	-1	-100%	2	0	-2	-100%
Individual	0	1	1	N.C.	3	3	0	0%
ASSAULT	1	4	3	300%	29	21	-8	-28%
* VIOLENT *	2	6	4	200%	36	27	-9	-25%
BURGLARY	1	1	0	0%	25	32	7	28%
Residential	0	1	1	N.C.	16	19	3	19%
Non-Resident.	1	0	-1	-100%	9	13	4	44%
LARCENY	45	32	-13	-29%	197	265	68	35%
AUTO THEFT	2	2	0	0%	14	12	-2	-14%
ARSON	0	0	0	N.C.	1	0	-1	-100%
* PROPERTY *	48	35	-13	-27%	237	309	72	30%
PART I TOTAL:	50	41	-9	-18%	273	336	63	23%
PART II CRIMES								
Drug	19	30	11	58%	142	179	37	26%
Assault Simple	14	18	4	29%	70	98	28	40%
Forgery/Counterfeit	0	0	0	N.C.	7	10	3	43%
Fraud	8	6	-2	-25%	41	51	10	24%
Embezzlement	1	0	-1	-100%	7	7	0	0%
Stolen Property	1	2	1	100%	6	12	6	100%
Vandalism	11	10	-1	-9%	44	39	-5	-11%
Weapons	0	2	2	N.C.	7	12	5	71%
Prostitution	0	1	1	N.C.	0	1	1	N.C.
All Other Sex Offens	1	0	-1	-100%	3	1	-2	-67%
Gambling	0	0	0	N.C.	0	0	0	N.C.
Offn Agnst Faml/Chld	1	0	-1	-100%	4	7	3	75%
D. W. I.	3	6	3	100%	34	52	18	53%
Liquor Law Violation	0	1	1	N.C.	3	2	-1	-33%
Disorderly Conduct	0	0	0	N.C.	1	5	4	400%
Obscenity	0	0	0	N.C.	1	0	-1	-100%
Kidnap	1	1	0	0%	1	2	1	100%
Human Trafficking	0	0	0	N.C.	0	0	0	N.C.
All Other Offenses	29	24	-5	-17%	143	209	66	46%
PART II TOTAL:	89	101	12	13%	514	687	173	34%
GRAND TOTAL:	139	142	3	2%	787	1023	236	30%

N.C. = Not Calculable



**Town of Smithfield**  
**Fire Department**  
**July 2025**

**I. Statistical Section**

	<b>July</b>	<b>YTD</b>
<b>Confirmed Structure Fires</b>	<b>4</b>	<b>38</b>
<b>EMS Responses</b>	<b>171</b>	<b>1,232</b>
<b>Misc./Other Calls</b>	<b>43</b>	<b>255</b>
<b>Mutual Aid Calls</b>	<b>11</b>	<b>70</b>
<b>TOTAL EMERGENCY RESPONSES</b>	<b>300</b>	<b>1,943</b>

	<b>July</b>	<b>YTD</b>
Fire Inspections	71	502
Public Fire Education Programs	6	16
# Of Children Educated	126	409
# Of Adults Educated	165	261
Plans Review Construction/Renovation Projects	18	173
Fire Department Permits reviewed / Issued	36	262
Business Preplans	43	71
<b>Fire Related Injuries &amp; Deaths</b>	<b>0</b>	<b>0</b>
# Of Civilian Deaths	0	0
# Of Civilian Injuries	0	0

**II. Major Revenues**

	<b>July</b>	<b>YTD</b>
<b>Inspections/Permits</b>	<b>\$6,374.44</b>	<b>\$11,805.94</b>
<b>Fire Recovery USA</b>	<b>\$1,135.20</b>	<b>\$6,251.10</b>

**III. Personnel Update:**

Continuous Part-time positions available, 13 p/t positions currently filled including the p/t fire inspector.  
 3 new Firefighter positions approved during budget process (Assessment Center – July 25<sup>th</sup>)

**IV. Narrative of monthly departmental activities:**

- Squad was in-service 10 of 20 days
- Training Hours for the month = 690.5 hours
- Total Training Hours = 3,704.5 hours

- Website Updating (Continuing)
- Follow-ups and Re-inspections.
- Professional Development – Career Ladder.
- River Rat Regatta – Incident Action Plan review.
- Independence Day Fireworks, 2 Fireworks tent Inspections.
- Apparatus Knox Box Installs.
- Fire Inspector Position Job Announcement/Interview Preparation.
- Keener Lumber Fire Line/ Sprinkler Inspections.
- Hiring process for (3) new FF positions.

## **V. Upcoming Plans**

- Continue professional development.
- Onboarding process for new FF's.
- Plans Review/Site Plans Assessment Checklist development completion.
- ESO Inspection and Preplans Training.
- Apparatus Knox Box Installation.
- Fire Inspector Selection/Interview Process.
- Hospital Re-inspection.



# Reporting

07/01/2025 - 07/31/2025

Last Month

Work Orders

Asset Health

Reporting Details

Recent Activity

Export Data

Custom Dashboards

Assigned To

Due Date

Location

Priority

+ Add Filter

## Work Orders

Created vs. Completed >

+ Add to Dashboard

189

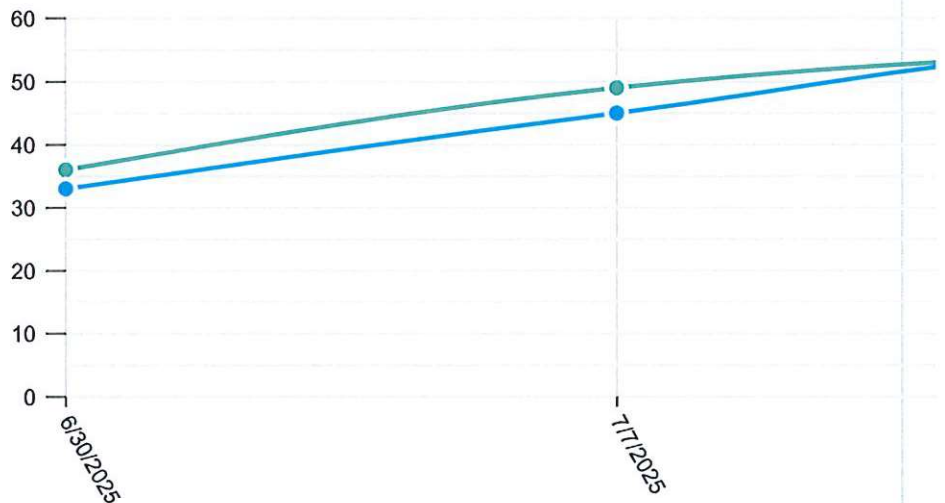
Created

197

Completed

104.2%

Percent Completed  
\*More Work Orders were  
completed than created  
during this time period



Work Orders by Type ⓘ >

+

Preventive

Reactive

Other

%  
Total  
Preventive  
Ratio

175

Support

Lawrence Davis

Settings

**Town of Smithfield**  
**Public Works Appearance Division**  
**Cemetery, Landscapes, and Grounds Maintenance**  
**Buildings, Facilities, and Sign Division**  
**Monthly Report**  
**July 31, 2025**



**I. Statistical Section**

0 Burials

0 Works Orders – Buildings & Facilities Division

52 Work Orders – Grounds Division

8 Work Orders – Sign Division

**II. Major Revenues**

Sunset Cemetery Lot Sales: \$0

Riverside Ext Cemetery Lot Sales: \$0

Grave Opening Fees: \$0

Total Revenue: \$0

**III. Major Expenses for the Month:**

Paid \$2,300.00 to Best Brothers to cut down dead oak tree N. third street.

Paid Best brothers \$1,800.00 to cut down Bradford Pear trees ground and stump.

**IV. Personnel Update:**

No new employees Part time employees went back to college.

**V. Narrative of monthly departmental activities:**

The overall duties include daily maintenance on cemeteries, landscapes, right-of-ways, buildings, and facilities. The Public Works Dept. safety meeting was on "Diabetes" with Jaime Pearce from Wellness Works.

**Town of Smithfield  
Public Works Department  
July 31, 2025**



189 Total Work Orders completed by the Public Works Department

0 Burials, at \$775.00 each = \$0

0 Cremation Burial, \$475.00 each = \$0

\$0 Sunset Cemetery Lot Sales

\$0 Riverside Extension Cemetery Lot Sales

529.37 tons of household waste collected

112.00 tons of yard waste collected

3.86 tons of recycling collected

0 gallons of used motor oil were recycled

0 scrap tires were recycled



# Reporting

07/01/2025 - 07/31/2025

Last Month

Work Orders

Asset Health

Reporting Details

Recent Activity

Export Data

Custom Dashboards

J.B. Young

Due Date

Location

Priority

+ Add Filter

## Work Orders

Created vs. Completed >

+ Add to Dashboard

32

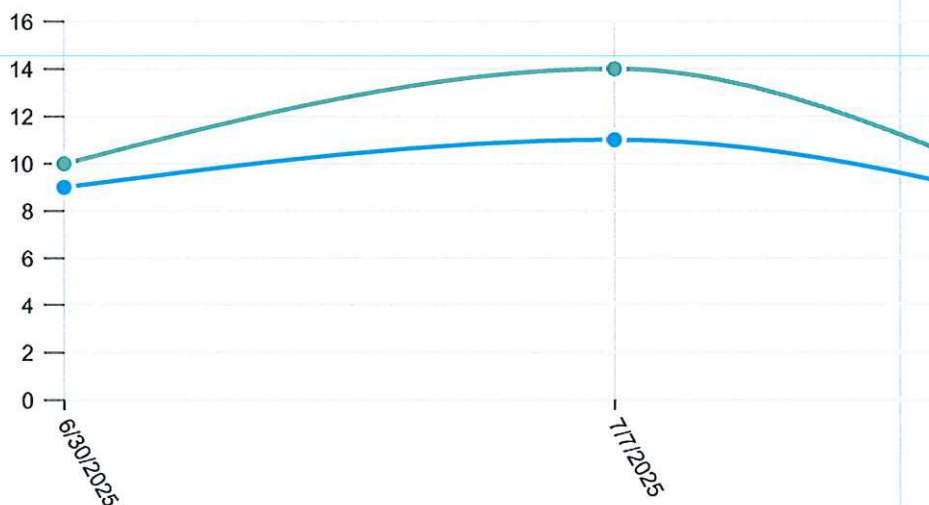
Created

36

Completed

112.5%

Percent Completed  
\*More Work Orders were  
completed than created  
during this time period



Work Orders by Type ⓘ >

+

Preventive

Reactive

Other

%  
Total  
Preventive  
Ratio

178

Support

Lawrence Davis

Settings

# Work Orders List for 07/01/2025 - 07/31/2025



WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS		TIME & COST		PROCEDURE ANSWERS
ID: #5338	Faded 25mph sign	Type: Reactive	✓ Done	Completed by J.B. Young on 07/01/2025	Total Time Costs Total Time	\$2.53 10m 7s	
	<a href="#">Signage</a>				Total Costs	\$2.53	
J.B. Young							
ID: #5584	Cut right away	Type: Reactive	✓ Done	Completed by J.B. Young on 07/01/2025	Total Time Costs Total Time	\$26.25 1h 45m 0s	
	<a href="#">Signage</a>				Total Costs	\$26.25	
J.B. Young							
ID: #5585	Cut right away	Type: Reactive	✓ Done	Completed by J.B. Young on 07/01/2025	Total Time Costs Total Time	\$11.25 45m 0s	
	<a href="#">Signage</a>				Total Costs	\$11.25	
J.B. Young							
ID: #5586	Limbs blocking view of 35mph sign	Type: Reactive	✓ Done	Completed by J.B. Young on 07/01/2025	Total Time Costs Total Time	\$5.47 21m 52s	
	<a href="#">Signage</a>				Total Costs	\$5.47	
J.B. Young							
ID: #5588	Faded 25mph sign	Type: Reactive	✓ Done	Completed by J.B. Young on 07/01/2025	Total Time Costs Total Time	\$3.09 12m 22s	
	<a href="#">Signage</a>				Total Costs	\$3.09	
J.B. Young							

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
J.B. Young				
ID: #5589				
Faded dead end sign				
Type: Reactive		✓ Done Completed by J.B. Young on 07/01/2025	Total Time Costs Total Time 11m 38s	\$2.91
<a href="#">Signage</a>			Total Costs	\$2.91
J.B. Young				
ID: #5590				
No thru trucks sign torn down				
Type: Reactive		✓ Done Completed by J.B. Young on 07/01/2025	Total Time Costs Total Time 30m 3s	\$7.51
<a href="#">Signage</a>			Total Costs	\$7.51
J.B. Young				
ID: #5594				
Large limb fell in street				
Type: Reactive		✓ Done Completed by J.B. Young on 07/02/2025	Total Time Costs Total Time 5h 24m 27s	\$81.11
<a href="#">Signage</a>			Total Costs	\$81.11
J.B. Young				
ID: #5599				
Cut around pomd				
Type: Reactive		✓ Done Completed by J.B. Young on 07/02/2025	Total Time Costs Total Time 2h 10m 0s	\$32.50
<a href="#">Signage</a>			Total Costs	\$32.50
J.B. Young				
ID: #5600				
Cut right away				
Type: Reactive		✓ Done Completed by J.B. Young on 07/02/2025		
<a href="#">Signage</a>				
J.B. Young				
ID: #5618				
		✓ Done	Total Time Costs	\$2.96

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
Faded No Parking Anytime Type: Reactive <a href="#">Signage</a> J.B. Young		Completed by J.B. Young on 07/07/2025	Total Time 11m 51s	
			Total Costs	\$2.96
ID: #5619 Blind corner Type: Reactive <a href="#">Signage</a> J.B. Young		✓ Done Completed by J.B. Young on 07/07/2025	Total Time Costs Total Time 35m 11s	\$8.80
			Total Costs	\$8.80
ID: #5620 Stopsign leaning Type: Reactive <a href="#">Signage</a> J.B. Young		✓ Done Completed by J.B. Young on 07/07/2025	Total Time Costs Total Time 7m 17s	\$1.82
			Total Costs	\$1.82
ID: #5621 Low hanging limbs blocking sidewalk Type: Reactive <a href="#">Signage</a> J.B. Young		✓ Done Completed by J.B. Young on 07/07/2025	Total Time Costs Total Time 35m 16s	\$8.82
			Total Costs	\$8.82
ID: #5622 25mph sign leaning Type: Reactive <a href="#">Signage</a> J.B. Young		✓ Done Completed by J.B. Young on 07/07/2025	Total Time Costs Total Time 7m 19s	\$1.83
			Total Costs	\$1.83
ID: #5626 Bush hanging out in traffic Type: Reactive		✓ Done Completed by J.B. Young on 07/08/2025		

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
<div>Signage</div> J.B. Young					
ID: #5628					
Low hanging limbs in street			<div>✓ Done</div> Completed by J.B. Young on 07/08/2025	Total Time Costs Total Time 23m 13s <b>Total Costs \$5.80</b>	
Type: Reactive					
<div>Signage</div> J.B. Young					
ID: #5289					
Corner of Vermont & Sanders St.		Drainage Division	05/15/2025		
Type: Reactive			<div>✓ Done</div> Completed by Jacqueline Smith on 07/08/2025		
<div>High</div> <div>Drainage</div> Jacqueline Smith J.B. Young					
ID: #5527					
105 Cobblestone Court		Drainage Division	06/20/2025		
Type: Reactive			<div>✓ Done</div> Completed by Jacqueline Smith on 07/08/2025		
<div>Medium</div> <div>Drainage Potholes and street repairs</div> Jacqueline Smith J.B. Young		Street Division			

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS		TIME & COST	PROCEDURE ANSWERS
ID: #3727		Drainage Division	08/20/2024			
22 Southwood Drive		Street Division	✓ Done			
Type: Reactive			Completed by Jacqueline Smith on 07/08/2025			
Medium						
Streets Division						
Jacqueline Smith						
J.B. Young						
ID: #5630			✓ Done		Total Time Costs	\$5.53
Blind corner			Completed by J.B. Young on 07/08/2025		Total Time	22m 6s
Type: Reactive					Total Costs	\$5.53
Signage						
J.B. Young						
ID: #5631			✓ Done		Total Time Costs	\$11.63
Faded 25mph sign			Completed by J.B. Young on 07/08/2025		Total Time	46m 31s
Type: Reactive					Total Costs	\$11.63
Signage						
J.B. Young						
ID: #5637			✓ Done		Total Time Costs	\$31.25
Cut ditch			Completed by J.B. Young on 07/08/2025		Total Time	2h 5m 0s
Type: Reactive					Total Costs	\$31.25
Signage						
J.B. Young						
ID: #5646			✓ Done		Total Time Costs	\$38.75
Cut right away			Completed by J.B. Young on 07/10/2025		Total Time	2h 35m 0s
Type: Reactive					Total Costs	\$38.75
Signage						
J.B. Young						

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
ID: #5666 <b>Cut right away</b> Type: Reactive <a href="#">Signage</a> J.B. Young		✓ Done Completed by J.B. Young on 07/14/2025	Total Time Costs Total Time <b>Total Costs</b>	\$3.75 15m 0s <b>\$3.75</b>
ID: #5667 <b>Cut back bushes</b> Type: Reactive <a href="#">Signage</a> J.B. Young		✓ Done Completed by J.B. Young on 07/14/2025	Total Time Costs Total Time <b>Total Costs</b>	\$27.50 1h 50m 0s <b>\$27.50</b>
ID: #5675 <b>Faded 25mph sign</b> Type: Reactive <a href="#">Signage</a> J.B. Young		✓ Done Completed by J.B. Young on 07/15/2025	Total Time Costs Total Time <b>Total Costs</b>	\$8.33 33m 18s <b>\$8.33</b>
ID: #5677 <b>Faded stopsign</b> Type: Reactive <a href="#">Signage</a> J.B. Young		✓ Done Completed by J.B. Young on 07/15/2025	Total Time Costs Total Time <b>Total Costs</b>	\$3.27 13m 5s <b>\$3.27</b>
ID: #5683 <b>Cut around inside of sub station</b> Type: Reactive <a href="#">Signage</a> J.B. Young		✓ Done Completed by J.B. Young on 07/15/2025	Total Time Costs Total Time <b>Total Costs</b>	\$22.50 1h 30m 0s <b>\$22.50</b>
ID: #5693 <b>Cut right away</b> Type: Reactive		✓ Done Completed by J.B. Young on 07/16/2025	Total Time Costs Total Time	\$11.25 45m 0s

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
<div>Signage</div> <div>J.B. Young</div>			<div>Total Costs</div> <div>\$11.25</div>	
<div>ID: #5694</div> <div>Cut ditch</div> <div>Type: Reactive</div> <div>Signage</div> <div>J.B. Young</div>		<div>✓ Done</div> <div>Completed by J.B. Young on 07/16/2025</div>	<div>Total Time Costs</div> <div>Total Time</div> <div>\$7.50</div> <div>30m 0s</div> <div>Total Costs</div> <div>\$7.50</div>	
<div>ID: #5754</div> <div>Faded stopsign</div> <div>Type: Reactive</div> <div>Signage</div> <div>J.B. Young</div>		<div>✓ Done</div> <div>Completed by J.B. Young on 07/28/2025</div>	<div>Total Time Costs</div> <div>Total Time</div> <div>\$2.78</div> <div>11m 6s</div> <div>Total Costs</div> <div>\$2.78</div>	
<div>ID: #5767</div> <div>Broken limbs hanging in street</div> <div>Type: Reactive</div> <div>Signage</div> <div>J.B. Young</div>		<div>✓ Done</div> <div>Completed by J.B. Young on 07/30/2025</div>	<div>Total Time Costs</div> <div>Total Time</div> <div>\$5.06</div> <div>20m 15s</div> <div>Total Costs</div> <div>\$5.06</div>	
<div>ID: #5768</div> <div>Stopsign torn down</div> <div>Type: Reactive</div> <div>Signage</div> <div>J.B. Young</div>		<div>✓ Done</div> <div>Completed by J.B. Young on 07/31/2025</div>	<div>Total Time Costs</div> <div>Total Time</div> <div>\$3.75</div> <div>15m 0s</div> <div>Total Costs</div> <div>\$3.75</div>	
<div>ID: #5773</div> <div>Cut right aways &amp; ditches</div> <div>Type: Reactive</div> <div>Signage</div> <div>J.B. Young</div>		<div>✓ Done</div> <div>Completed by J.B. Young on 07/31/2025</div>	<div>Total Time Costs</div> <div>Total Time</div> <div>\$33.75</div> <div>2h 15m 0s</div> <div>Total Costs</div> <div>\$33.75</div>	

WORK ORDER INFO

LOCATION & ASSET

DUE & STATUS

TIME & COST

PROCEDURE ANSWERS

ID: #5774

Cut ditch

Type: Reactive

Signature

J.B. Young

✓ Done

Completed by J.B. Young on 07/31/2025

Total Time Costs

Total Time

Total Costs

\$3.75

15m 0s

\$3.75

Signed off by

Date

**Town of Smithfield**  
**Public Works Fleet Maintenance Division**  
**Monthly Report**  
**July 31, 2025**



**I. Statistical Section**

  4   Preventive Maintenances  
  0   North Carolina Inspections  
 26  Work Orders

**II. Major Revenues**

None for the month

**III. Major Expenses for the Month:**

Paid Nappa \$9,861.00 for heavy duty Coats Tire Balancer. Paid Share corporation \$844.63 for Supplies for the garage. Paid Kimball Midwest \$581.16 shop Supplies

**IV. Personnel Update:**

None for the month

**V. Narrative of monthly departmental activities:**

The shop employee performed preventive maintenance on all Town owned generators. The Public Works Dept. The Public Works Dept. safety meeting was on "Diabetes" with Jaime Pearce from Wellness Works.



# Reporting

07/01/2025 - 07/31/2025

Last Month

Export

Work Orders Asset Health Reporting Details Recent Activity Export Data

Work Orders 6

Purchase Orders

Reporting

Requests

Assets

Messages

Categories

Parts Inventory

Library

Meters

Automations

Locations

Teams / Users

Support

Lawrence Davis Settings

Custom Dashboards

Andrew Strickland

Priority

Location

Due Date

+ Add Filter

Reset Filters

Save Filters

## Work Orders

Created vs. Completed

26

Created

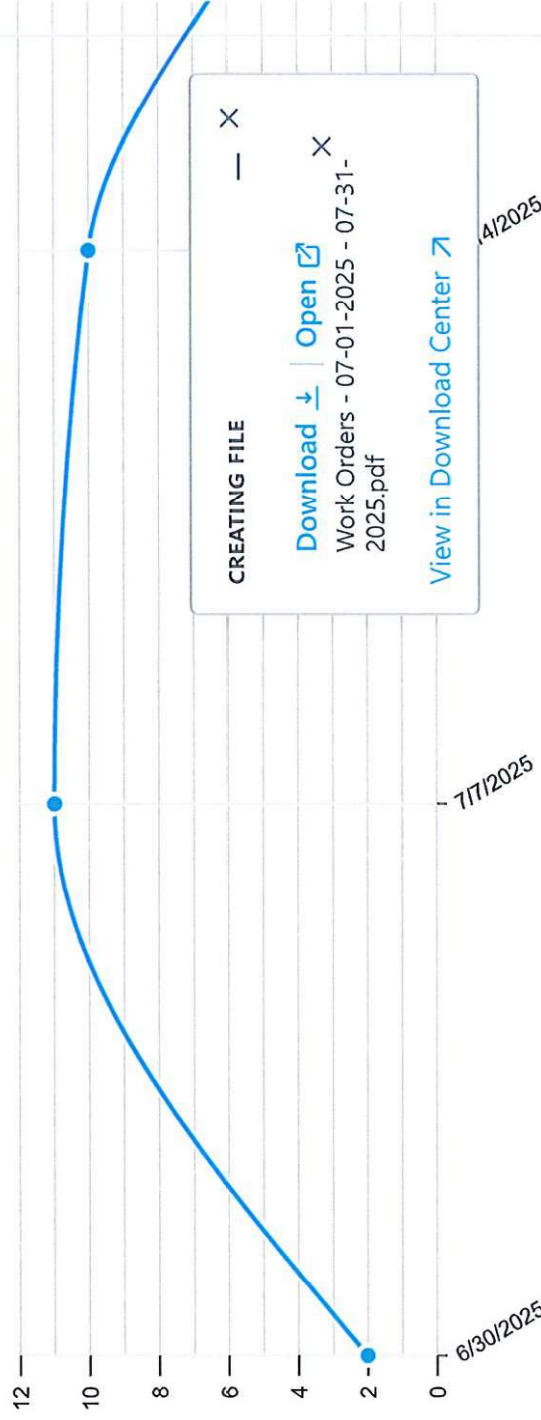
26

Completed

+ Add to Dashboard

100.0%

Percent Completed



CREATING FILE

Download | Open

Work Orders - 07-01-2025 - 07-31-2025.pdf

View in Download Center



# Work Orders List for 07/01/2025 - 07/31/2025

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS		TIME & COST		PROCEDURE ANSWERS
ID: #5591	Redo lights on appearance trailer	Appearance Division Equipment trailer #14	✓ Done	Completed by Andrew Strickland on 07/01/2025	Total Time Costs Total Time	\$89.32 4h 0m 0s	
Type: Reactive		Parent: Appearance Division			Total Costs	\$89.32	
<div>Appearance Division</div>							
Andrew Strickland							
ID: #5592	Replaced starter on parks and rec gator.	Parks and Recreation John deer gator	✓ Done	Completed by Andrew Strickland on 07/01/2025	Total Time Costs Total Time	\$22.33 1h 0m 0s	
Type: Reactive		Parent: Parks and recreation			Total Costs	\$22.33	
<div>Parks and rec</div>							
Andrew Strickland							
ID: #5632	Replaced parking brake cables gator	Parks and Recreation John deer gator	✓ Done	Completed by Andrew Strickland on 07/08/2025	Total Time Costs Total Time	\$44.66 2h 0m 0s	
Type: Reactive		Parent: Parks and recreation			Total Costs	\$44.66	
<div>Parks and rec</div>							
Andrew Strickland							
ID: #5633	Change blades and belt John deer	Drainage Division 718 zero turn	✓ Done	Completed by Andrew Strickland on 07/08/2025	Total Time Costs Total Time	\$22.33 1h 0m 0s	
Type: Reactive		Parent: Public Utilities (Electric Department)			Total Costs	\$22.33	
<div>Utilities</div>							

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS		TIME & COST	PROCEDURE ANSWERS
Andrew Strickland						
ID: #5634		Public Utilities	✓ Done		Total Time Costs	\$89.32
Fix mower for electric dept		817 John deere 4066r(Parent: Public Utilities Department)	Completed by Andrew Strickland on 07/08/2025	Total Time	4h 0m 0s	
Type: Reactive				Total Costs	\$89.32	
Utilities						
Andrew Strickland						
ID: #5636		Drainage Division	✓ Done		Total Time Costs	\$89.32
Repairs to drainage trailer		Drainage lawn mower trailer(Parent: Drainage Division)	Completed by Andrew Strickland on 07/08/2025	Total Time	4h 0m 0s	
Type: Reactive				Total Costs	\$89.32	
Drainage						
Andrew Strickland						
ID: #5648		Drainage Division	✓ Done		Total Time Costs	\$44.66
Service 318		Truck #318(Parent: Sanitation Division)	Completed by Andrew Strickland on 07/11/2025	Total Time	2h 0m 0s	
Type: Reactive				Total Costs	\$44.66	
Sanitation Division						
Andrew Strickland						
ID: #5649		Drainage Division	✓ Done		Total Time Costs	\$44.66
Service 315		Truck 315(Parent: Sanitation Division)	Completed by Andrew Strickland on 07/11/2025	Total Time	2h 0m 0s	
Type: Reactive				Total Costs	\$44.66	
Sanitation Division						
Andrew Strickland						

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
ID: #5650		Drainage Division	✓ Done	Total Time Costs	\$89.32
Fuel system issue 319		Parent: Sanitation Division	Completed by Andrew Strickland on 07/11/2025	Total Time	4h 0m 0s
Type: Reactive		Truck #319		Total Costs	\$89.32
Sanitation Division					
Andrew Strickland					
ID: #5651		Public Works Facility	✓ Done	Total Time Costs	\$22.33
Check Trans leak 320		Parent: Sanitation Division	Completed by Andrew Strickland on 07/11/2025	Total Time	1h 0m 0s
Type: Reactive		Truck 320		Total Costs	\$22.33
Sanitation Division					
Andrew Strickland					
ID: #5653		Drainage Division	✓ Done	Total Time Costs	\$11.17
Scag zero turn 72 inch drainage		Parent: Drainage Division	Completed by Andrew Strickland on 07/11/2025	Total Time	30m 0s
Parent: Changed blades drainage scags		turn 72 inch drainage		Total Costs	\$11.17
Type: Reactive					
Drainage					
Andrew Strickland					
ID: #5654		Drainage Division	✓ Done	Total Time Costs	\$11.17
Zero turn 61" drainage		Parent: Drainage Division	Completed by Andrew Strickland on 07/11/2025	Total Time	30m 0s
Parent: Changed blades drainage scags		Zero turn 61" drainage		Total Costs	\$11.17
Type: Reactive					
Drainage					
Andrew Strickland					
ID: #5652			✓ Done	Total Estimated Time	2h 0m 0s
Changed blades drainage scags			Completed by Andrew Strickland on 07/11/2025		
Sub-work orders: 2					
Type: Reactive					

Drainage

Andrew Strickland

ID: #5670

Service 309

Type: Reactive

Fleet  
Division

Drainage Division

Parent:  
Sanitation  
DivisionCompleted by Andrew  
Strickland on 07/14/2025

✓ Done

Total Time Costs

Total Time

\$89.32

4h 0m 0s

Total Costs \$89.32

Andrew Strickland

ID: #5672

Replaced battery 900

Type: Reactive

Appearance  
Division

Appearance Division

Parent:  
Appearance  
DivisionCompleted by Andrew  
Strickland on 07/15/2025

✓ Done

Total Time Costs

Total Time

\$22.33

1h 0m 0s

Total Costs \$22.33

Andrew Strickland

ID: #5673

Replaced battery ditch  
witch

Type: Reactive

Utilities

Drainage Division

Parent: Public  
Utilities  
(Electric  
Department)Completed by Andrew  
Strickland on 07/15/2025

✓ Done

Total Time Costs

Total Time

\$22.33

1h 0m 0s

Total Costs \$22.33

Andrew Strickland

ID: #5674

Replaced Hydraulic  
lines 320

Type: Reactive

Sanitation  
Division

Public Works Facility

Parent:  
Sanitation  
DivisionCompleted by Andrew  
Strickland on 07/15/2025

✓ Done

Total Time Costs

Total Time

\$22.33

1h 0m 0s

Total Costs \$22.33

Andrew Strickland

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
ID: #5676 Replaced interior assist handle trim piece 408 Type: Reactive <div>Drainage</div> Andrew Strickland		Drainage Division	✓ Done Completed by Andrew Strickland on 07/15/2025	Total Time Costs Total Time Total Costs	\$22.33 1h 0m 0s \$22.33
		Truck #408 (F550) Parent: Drainage Division			
ID: #5684 Service 304 Type: Reactive <div>Fleet Division</div> Andrew Strickland		Drainage Division	✓ Done Completed by Andrew Strickland on 07/15/2025	Total Time Costs Total Time Total Costs	\$89.32 4h 0m 0s \$89.32
		Truck #304 Parent: Sanitation Division			
ID: #5688 Performed regen 804 Type: Reactive <div>Utilities</div> Andrew Strickland		Drainage Division	✓ Done Completed by Andrew Strickland on 07/15/2025	Total Time Costs Total Time Total Costs	\$178.64 8h 0m 0s \$178.64
		Truck# 804 Parent: Public Utilities (Electric Department)			
ID: #5691 Change 2 tires 315 Type: Reactive <div>Sanitation Division</div> Andrew Strickland		Drainage Division	✓ Done Completed by Andrew Strickland on 07/16/2025	Total Time Costs Total Time Total Costs	\$22.33 1h 0m 0s \$22.33
		Truck 315 Parent: Sanitation Division			
ID: #5690 Replace rear door air valve 320 Type: Reactive <div>Sanitation Division</div> Andrew Strickland		Public Works Facility	✓ Done Completed by Andrew Strickland on 07/16/2025	Total Time Costs Total Time Total Costs	\$22.33 1h 0m 0s \$22.33
		Truck 320 Parent: Sanitation Division			

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
ID: #5692 Service truck 310 Type: Reactive Fleet Division	Andrew Strickland	Drainage Division	✓ Done	Total Time Costs	\$89.32
		Truck #310 Parent: Sanitation Division	Completed by Andrew Strickland on 07/16/2025	Total Time	4h 0m 0s
				Total Costs	\$89.32
ID: #5730 Service truck 405 Type: Reactive Fleet Division	Andrew Strickland	Drainage Division	✓ Done	Total Time Costs	\$66.99
		Truck #405( Parent: Big Dump Drainage Division Truck)	Completed by Andrew Strickland on 07/22/2025	Total Time	3h 0m 0s
				Total Costs	\$66.99
ID: #5735 Service 321 Type: Reactive Fleet Division	Andrew Strickland	Public Works Facility	✓ Done	Total Time Costs	\$66.99
		Truck 321 Parent: Sanitation Division	Completed by Andrew Strickland on 07/23/2025	Total Time	3h 0m 0s
				Total Costs	\$66.99
ID: #5766 Service truck 311 Type: Reactive Fleet Division	Andrew Strickland	Drainage Division	✓ Done	Total Time Costs	\$44.66
		Truck #311 Parent: Sanitation Division	Completed by Andrew Strickland on 07/30/2025	Total Time	2h 0m 0s
				Total Costs	\$44.66

\_\_\_\_\_  
Signed off by

\_\_\_\_\_  
Date

**Town of Smithfield**  
**Public Works Drainage/Street Division**  
**Monthly Report**  
**July 31, 2025**



**I. Statistical Section**

- a. All catch basins in problem areas were cleaned on a weekly basis
- b. 0 Work Orders – 0 Tons of Asphalt was placed in 0 utility cuts, 0 gator areas and 0 overlay.
- c. 0 Work Order – 0 Linear Feet Drainage Pipe installed.
- d. 5 Work Orders - 560 Linear Feet of Right-a-way ditches were cleaned
- e. 3 Work Orders – 300 lbs. of Cold Patch was used for street repair.
- f. 34 Work Orders

**II. Major Revenues**

None for the month.

**III. Major Expenses for the Month:**

None for the month.

**IV. Personnel Update:**

No one hired for the month of July.

**Narrative of monthly departmental activities:** Assisted with Traffic control and event containers for July 4<sup>th</sup> celebration, The Public Works Dept. The Public Works Dept. safety meeting was on "Diabetes" with Jaime Pearce from Wellness Works.

**Town of Smithfield**  
**Public Works Sanitation Division**  
**Monthly Report**  
**July 31, 2025**



**I. Statistical Section**

The Division collected from approximately 4,465 homes, 4 times during the month

- a. Sanitation forces completed 73 work orders
- b. Sanitation forces collected tons 529.37 of household waste
- c. Sanitation forces disposed of loads 56 of yard waste and debris at Spain Farms Nursery
- d. Recycled 0 tons of clean wood waste (pallets) at Convenient Site Center
- e. Town's forces collected 3.17 tons of construction debris (C&D)
- f. Town disposed of 0 scrap tires that was collected at Convenient Site Center
- g. Recycling forces collected 3.86 tons of recyclable plastic
- h. Recycled 0 lbs. of cardboard material from the Convenient Site Center
- i. A total of 0 lbs of Anti-freeze was collected at the Convenient Site Center
- j. Recycled 0 lbs. of plastics & glass (co-mingle) from the Convenient Site Center

**II. Major Revenues**

- a. Received \$0 from Sonoco Products for cardboard material
- b. Sold 0 lbs. of aluminum cans for
- c. Sold 0 lbs. of shredder steel for \$0.00 to Omni Source

**III. Major Expenses for the Month:**

Spain Farms Nursery was paid \$ 2,128.00 for disposal of yard waste and debris. Amick Equipment Co. was paid \$2,135.88 for bucket assembly on tk #319. Amick Equipment Co. \$2,135.88 for bucket assembly on tk #311. Samson Bladen Oil Co. was paid \$2,037.00 for hydraulic repair and lines. Velocity Truck Centers was paid \$1,228.73 for DEF components on sanitation trucks. Velocity Truck Centers was paid \$597.12 for lamp combo for sanitation trucks. Velocity Truck Centers was paid \$627.88 for accumulator for tk #319. Velocity Truck Centers was paid \$696.00 for hydraulic assembly for sanitation trucks. Velocity Truck Centers was paid \$789.99 for new headers for tk #319. Walker Napa Auto Parts was paid \$1,140.00 for 3/1 Sensors Bulk Kit for sanitation trucks.

**IV. Personnel Update:**

No new employees in the month of July.

**V. Narrative of monthly departmental activities:**

Public Works Safety Training was on Diabetes "" With Jamie Pearce. Public works delivered

traffic control devices for DTD for their 4<sup>th</sup> of July events.

Community Service Workers worked 0 Hrs.

**Town of Smithfield  
Public Works Storm Water Division  
Monthly Report  
July 31, 2025**



**I. Statistical Section**

**II. Major Revenues**

None

**III. Major Expenses for the Month:**

Paid \$2,593.16 to southern Vac for parts of Sweeper brushes for the Ravo  
paid \$4,197.09 to southern Vac for exhaust pipe and clamps, for the Ravo repairs

**IV. Personnel Update:**

None

**V. Narrative of monthly departmental activities:**

Clean all storm drains and maintenance on curbs downtown Smithfield.

**Street Sweep and storm drain cleaning and repair.**

The Public Works safety meeting was on the Public Works Dept. safety meeting was on "Diabetes" with Jaime Pearce from Wellness Works.

PARKS AND RECREATION / SRAC  
MONTHLY REPORT  
JULY 2025

PARKS AND RECREATION	JULY 2025	AUGUST 2025	SEPTEMBER 2025	OCTOBER 2025	NOVEMBER 2025	DECEMBER 2025	JANUARY 2025	FEBRUARY 2025	MARCH 2025	APRIL 2025	MAY 2025	JUNE 2025	FY25/26 YTD
ATHLETICS PROGRAMS	3												3
NUMBER OF PARTICIPANTS	621												621
NUMBER OF GAMES	72												72
PLAYER GAME EXPERIENCES	1728												1728
NUMBER OF PRACTICES	3												3
PLAYER PRACTICE EXPERIENCES	243												243
NUMBER OF CAMPS	1												1
CAMPS SESSIONS	3												3
PLAYER CAMP EXPERIENCES	144												144
PROGRAMS	11												11
PROGRAMS EXPERIENCES	996												996
SPECIAL EVENTS	1												1
ESTIMATED ATTENDANCE	3000												3000
SARAH YARD VISITS	109												109
PARKS AND FACILITY RENTALS	11												11
NUMBER PARKS AND FACILITY RENTAL USERS	247												247
TOTAL UNIQUE CONTACTS	7088												7088
PARKS AND RECREATION REVENUES	\$ 19,382												\$ 19,382
PARKS AND RECREATION OPERATIONS EXPENSE	\$ 82,116												\$ 82,116
PARKS AND RECREATION CAPITAL EXPENDITURES	\$ -												\$ -
SARAH YARD OPERATIONS EXPENSES	\$ 2,554												\$ 2,554
SARAH YARD CENTER CAPITAL EXPENDITURES	\$ -												\$ -

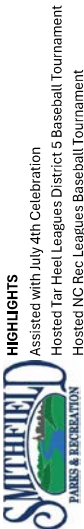
SRAC	JULY 2025	AUGUST 2025	SEPTEMBER 2025	OCTOBER 2025	NOVEMBER 2025	DECEMBER 2025	JANUARY 2025	FEBRUARY 2025	MARCH 2025	APRIL 2025	MAY 2025	JUNE 2025	FY25/26 YTD
NO OF PROGRAMS	26												26
PROGRAM PARTICIPANTS	815												815
PROGRAM CONTACTS	2243												2243
FITNESS CLASSES	11												11
FITNESS CLASSES CONTACTS	588												588
SRAC MEMBERSHIPS	4357												4357
SRAC MEMBER VISITS	5369												5369
DAY PASSES	4967												4967
FACILITY RENTALS	39												39
SRAC FACILITY RENTAL USERS	2984												2984
TOTAL UNIQUE CONTACTS	16151												16151
SRAC REVENUES	\$ 84,029												\$ 84,029
SRAC OPERATIONS EXPENSES	\$ 97,339												\$ 97,339
SRAC CAPITAL EXPENSES	\$ -												\$ -

TOTAL NUMBER OF CONTACTS

23239



**HIGHLIGHTS**  
Hosted Southern Metro Swim League Championships  
Summer Camp  
Art Camp and Pottery Camp



**HIGHLIGHTS**  
Assisted with July 4th Celebration  
Hosted Tar Heel Leagues District 5 Baseball Tournament  
Hosted NC Rec Leagues Baseball Tournament



**Town of Smithfield  
Electric Department  
Monthly Report  
July, 2025**

**I. Statistical Section**

- Street Lights repaired –15
- Area Lights repaired-10
- Service calls – 51
- Underground Electric Locates -361
- Poles changed out/removed or installed -3
- Underground Services Installed -4

**II. Major Revenues**

- N/A

**III. Major Expenses for the Month:**

- N/A

**IV. Personnel Update:**

- The Electrical Dept. has a full staff at this time.

**V. Miscellaneous Activities:**

- The Electrical Dept. Installing new lights, poles and bases at JCC for new lighting circuit.
- The Electrical Dept. is working on replacing old poles and upgrading lines in the East Market St. area.
-



## Public Utilities Water and Sewer

Monthly Statistics	Month Ending	7/31/2025
	<i>Monthly Total</i>	<i>Year to Date Total</i>
Water Calls	85	526
Sewer Calls	63	230
Utility Locates	328	4386
Storm Drainage Calls	1	6
Total Calls	477	5147
Quotes new services	4	19
Inspections	8	26
Locate existing water & sewer services	15	19
Disconnect water	2	18
Reconnect water	1	7
Test meter	2	18
Temp hydrant meter	2	14
Discolored water call	7	14
Low pressure call	5	40
Leak detection	19	103
Meter check	31	147
Meter repair	20	95
Meter leak	2	50
Service leak	7	30
Water main leak	1	26
Replace existing water meter	13	69
Install new water meter	21	183
Install new water service	4	10
Renew water service	0	15
Water blow off repair	0	2
Street cuts	7	40

Repair utility cut or sink hole	4	20
Fire hydrant repair	2	6
Fire hydrant replaced	0	18
Camera Sewer main or service	4	16
Sewer odor complaint	0	8
Sewer main repair	6	31
Clean out repair or install	5	35
LF of sewer main cleaned	23736	28612
LF of sewer service cleaned	725	8083
LF of storm drain cleaned	350	1100

- Serviced and maintained 22 Sanitary Sewer Lift Stations 2 times per week
- Inspected all aerial sewer lines
- Inspected all high priority manholes weekly
- **Helped public works with cleaning storm drain lines and catch basin during and before rain events**

## Major Expenses for the month of July

- Had Stuckey to make some water and sewer repairs that we were not able to.
- Chevy Colorado in the shop again.

## Upcoming Projects for the month of July

- I 95 project continues.
- Finley Landing homes are being built, which means meters are being installed.
- New subdivision behind Walmart has begun.
- Hydromechanics will continue replacing and repairing fire hydrants.

## Personnel Updates

- David Batten started 6/30/2025
- Joseph Allen started 7/14/2025



## **MONTHLY WATER LOSS REPORT**

**July 2025**

**(2) - Meters with slow washer leaks**

**(3) -  $\frac{3}{4}$ " Line,  $\frac{1}{8}$ ", 2 Days**

**$\frac{3}{4}$ " Line,  $\frac{1}{8}$ ", 3 hrs.**

**$\frac{3}{4}$ " Line, Shear, 1 day**

**1  $\frac{1}{2}$ " Line, Shear, 1 day**

**FH-Slow drip**

# Smithfield Water Plant

Distribution Sampling Site Plan

# Hydrant Flushing

Street Name	Date	Chlorine	Time	Gallons	Psi	Street Name	Date	Chlorine	Time	Gallons	PSI
Stephson Drive	07/17/25	3	30	15930	10	North Street	07/16/25	3	30	35640	40
Computer Drive	07/17/25	3	30	63720	10	West Street	07/16/25	3	30	156060	50
Castle Drive	07/17/25	3	30	15930	10	Regency Drive	07/17/25	3	30	127440	60
Parkway Drive	07/17/25	3	30	127440	40	Randers Court	07/17/25	3	30	31860	40
Garner Drive	07/17/25	3	30	127440	40	Noble Street	07/17/25	3	30	31860	40
Hwy 210 LIFT ST.	07/18/25	3	30	31860	40	Fieldale Dr#1(L)	07/17/25	3	30	127440	40
Skyland Drive	07/18/25	3	30	15930	10	Fieldale Dr#2(R)	07/17/25	3	30	127440	40
Bradford Street	07/18/25	3	30	31860	10	Heather Court	07/17/25	3	30	31860	40
Kellie Drive	07/18/25	3	30	15930	10	Reeding Place	07/17/25	3	30	31860	40
Edgewater	07/21/25	3	30	15930	10	East Street	07/17/25	3	30	127440	40
Edgecombe	07/21/25	3	30	31860	40	Smith Street	07/17/25	3	30	127440	40
Valley Wood	07/21/25	3	30	127440	40	Wellons Street	07/17/25	2.5	30	127440	40
Creek Wood	07/21/25	3	30	127440	40	Kay Drive	07/10/25	3	30	77970	15
White Oak Drive	07/21/25	3	30	15930	10	Huntington Place	07/10/25	3	30	77970	15
Brookwood Drive	07/21/25	3	30	45030	5	N. Lakeside Drive	07/10/25	3	30	19500	15
Runnymede Place	07/21/25	3	30	63720	10	Cypress Point	07/10/25	3	30	69780	12
Nottingham Place	07/21/25	3	30	77970	10	Quail Run	07/10/25	3	30	17430	12
Heritage Drive	07/21/25	3	30	77970	10	British Court	07/10/25	3	30	17430	12
Noble Plaza #1	07/22/25	2.8	30	19500	10	Tyler Street	07/14/25	3	30	156060	60
Noble Plaza #2	07/22/25	2.8	30	19500	10	Yelverton Road	07/14/25	3	30	127440	40
Pinecrest Street	07/22/25	3	30	31860	10	Ava Gardner	07/15/25	3	30	127440	40
S. Sussex Drive	07/22/25	3	30	63720	10	Waddell Drive	07/15/25	3	30	15930	10
Elm Drive	07/22/25	3	30	19500	10	Henly Place	07/15/25	3	30	17430	12
						Birch Street	07/14/25	3	30	69780	12
						Pine Street	07/14/25	3	30	77970	15
Coor Farm Supply	07/16/25	2	30	15930	10	Oak Drive	07/14/25	3	30	75930	14
Old Goldsboro Rd,	07/16/25	3	30	15930	10	Cedar Drive	07/14/25	3	30	63720	10
Hillcrest Drive	07/16/25	3	30	63720	10	Aspen Drive	07/15/25	3	30	69780	12
Eason Street	07/16/25	3	30	77970	40	Furlonge Street	07/15/25	3	30	69780	12
Magnolia circle	07/11/25	3	30	156060	40	Golden Corral	07/15/25	3	30	80580	16
Rainbow Drive	07/11/25	3	30	39000	60	Holland Drive	07/15/25	3	30	19500	15
Rainbow Circle	07/11/25	3	30	39000	60	Davis Street	07/15/25	3	30	69780	12
Moonbeam Circle	07/11/25	3	30	39000	60	Caroline Ave.	07/15/25	3	30	63720	10
Ray Drive	07/10/25	3	30	31860	60	Johnston Street	07/15/25	3	30	77970	15
Will Drive	07/10/25	3	30	127440	40	Ryans	07/15/25	3	30	19500	15
Michael Lane	07/10/25	3	30	127440	40						
Ward Street	07/16/25	3	30	31860	40						

1916760

2566170 4482930



**Utilities Department  
Load Management Update  
July 2025**

- **Load Management**  
The Peak for the month was on July 25 @ 1800. Duke Energy Peak of 12,840 MW.
- **Smart Portals**  
The Town of Smithfield offers “Smart Portals” for our utility customers, enabling customers to use their existing on-line account to track their electric usage, and offers the ability to set alerts when usage is high.  
Customer service has helped 0 people this month navigate through the process.
- **AMI Meters**  
Town continues to order meters to keep up with the growth in the Town’s service area. More electric meters will be ordered in August, as the new fiscal year allows.
- **Meter Readers**  
Town meter readers continue to provide reading services for the few, remaining commercial customers. These employees provide reading services for water meters, primarily.
- **Load Management Switches**  
We have coordinated efforts with homebuilders in all new developments to use the new, second-generation boxes on all new enrollment to the program.

**PUBLIC UTILITIES DEPARTMENT  
CAPITAL OUTLAY PROJECTS  
FY 2015-2016**

Project	Budget Amount	Project Status	Notes
<b>Electric - Acct. Code 31.7230.7400</b>			
AMI System	\$ -	complete	Will order another batch of residential meters in August (to keep up with growth)
Delivery Point One improvements	\$ 300,000.00	on-going	Time line & Cost estimate were delivered. Data gathering & coordination with Duke Energy has begun
Voltage Conversion Brogden Road	\$ 500,000.00	complete	Planning has begun to map out next section of Town to be converted. Material list being prepared
<b>Total</b>	<b>\$ 800,000.00</b>		
<b>Water Plant - Acct. Code 30.7200.7400</b>			
Water Plant Intake Improvements	\$ 75,000.00	on-going	Consultant began a bathymetric survey in the river to measure sand particles
South Smithfield Water Improvements	\$ 150,000.00	on-going	Approvals achieved. Will advertise for bids in August
East Smithfield Improvements	\$ 1,200,000.00	on-going	All submitted to NCDEQ and the NCDOT. Waiting on approvals
	<b>\$ 1,425,000.00</b>		
<b>Water &amp; Sewer - Acct. Code 30.7220.7400</b>			
I & I Reduction	\$ 350,000.00	on-going	study for intrusion continues to gather data
Lift Station Repair	\$ 150,000.00	on-going	Shredding ring replaced @ #5; pump replaced @ #18
AMI Nexgrid Water Meters	\$ 300,000.00	on-going	Waiting on the 616 meters.
FH valve Insertion	\$ 100,000.00	on-going	opened a PO. Preparing a list to repair
Water Line Upgrades	\$ 220,000.00	on-going	
Manhole Rehabilitation	\$ 75,000.00	on-going	
Hydraulic Hammer	\$ 15,000.00	on-going	Will place order in August
West Smithfield Sanitary Sewer Improvements	\$ 3,765,425.00	on-going	mobilization has begun. Construction fence is being put up
PS#11 Outfall - Phase 1	\$ 1,500,000.00	on-going	NCDEQ_DWI (funding branch) needs to approve
PS#11 Outfall - Phase 2	\$ 2,000,000.00	on-going	NCDEQ_DWI (funding branch) needs to approve
PS#1 & Outfall Improvements	\$ 1,000,000.00	on-going	Look to bid project out in August. County suggests to "sell" forcemain and change routing.

**PUBLIC UTILITIES DEPARTMENT  
CAPTIAL OUTLAY PROJECTS  
FY 2015-2016**

\$ 9,475,425.00



- **Statistical Section**

- Electric CP Demand 26,723 Kw relative to June's demand of 28,977 Kw.
- Electric System Reliability was 99.9911%, with three (3) recorded main line outages; relative to June's 99.941%.
- Raw water treated on a daily average was 4.899 MG relative to 4.492 MG for June; with maximum demand of 5.931 MG relative to June's 5.525 MG.
- Total finished water to the system was 139.202 MG relative to June's 125.776 MG.  
Average daily for the month was 4.490 MG relative to June's 4.193 MG.  
Daily maximum was 5.157 MG (July 1<sup>st</sup>) relative to June's 4.888 MG.  
Daily minimum was 3.312 MG (July 11<sup>th</sup>), relative to June's 2.967 MG.

- **Miscellaneous Revenues**

- Water sales were \$272,553 relative to June's \$272,480
- Sewer sales were \$444,929 relative to June's \$455,118
- Electrical sales were \$1,571,090 relative to June's sales of \$1,369,057
- Johnston County Water purchases were \$256,842 for 101.119 MG relative to June's \$230,834 for 90.880 MG.

- **Major Expenses for the Month**

- Electricity purchases were \$1,186,352 relative to June's \$1,248,367
- Johnston County sewer charge was \$235,288 for 52.637 MG relative to June's \$221,965 for 49.657 MG.

- **Personnel Changes**

- Joseph Allen began work as a Utility Line Mechanic on July 14, 2025