



Mayor

M. Andy Moore

Mayor Pro-Tem

Sloan Stevens

Council Members

Dr. Gettys Cohen, Jr.

Travis Scott

Doris Wallace

John A. Dunn

Stephen Rabil

Roger Wood

Town Attorney

Robert Spence, Jr.

Interim Town Manager

Kimberly Pickett

Finance Director

Tracey Stubblefield

Town Clerk

Elaine Andrews

Town Council

Agenda

Packet

Meeting Date: Tuesday, April 7, 2026

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
April 7, 2026
7:00 PM**

Call to Order

Invocation

Pledge of Allegiance

Approval of Agenda

Presentations:

- 1. Proclamation – Electrical Lineman Appreciation Day**
(Mayor - M. Andy Moore)
- 2. Introduction of Miss Smithfield and Miss Smithfield Teen**
- 3. DSDC Update**
(DSDC Director – Heidi Gilmond)

Page

Public Hearings:

- 1. Zoning Amendment Request (ZA-25-04):** The Town Council is respectfully requested to consider a zoning amendment request to allow clubs in the B-1 zoning district with supplementary standards.
(Planning Director– Brent Reck) See attached information.....1

Citizens Comments:

Consent Agenda Items:

- 1. Approval of Minutes:**
 - a. February 24, 2026 – Recessed Budget Session.....19
 - b. March 3, 2026 – Regular Session.....22
- 2. Consideration and request for approval to Unseal Closed Session Minutes**
(Town Clerk – Elaine Andrews) See attached information.....34

- 3. Amendment 1 of Declarations Covenants, Conditions of Easements and Restrictions - West Smithfield Business Park:** Town staff respectfully presents for Council consideration a First Amendment to the Declaration of Covenants for the West Smithfield Business Park, submitted by SST Properties, LLC, the declarant. The amendment would accommodate a future connector road to enhance access, circulation and ongoing development within the business park. (Town Attorney – Bob Spence) See attached information.....36
- 4. Special Event: Harbor Silent Walk - Temporary Use Permit Request:** Harbor, Inc. is requesting approval to conduct a silent awareness walk on April 22, 2026. (Planning Director– Brent Reck) See attached information.....45
- 5. Special Event: RV Boat Show – Temporary Use Permit Request:** The Council is being asked to allow an RV Show at Carolina Premium Outlets from April 3 - 12, 2026. (Planning Director – Brent Reck) See attached information.....52
- 6. Special Event: Bulldog Harley-Davidson Tacos and Test Rides – Temporary Use Permit Request:** The Town Council is being asked to allow Bulldog Harley-Davidson to hold a Tacos and Test Rides event on April 11, 2026. (Planning Director – Brent Reck) See attached information.....59
- 7. Special Event: Bulldog Harley-Davidson Third Anniversary Celebration – Temporary Use Permit:** The Council is being asked to allow Bulldog Harley-Davidson to hold their 3rd Anniversary Celebration on April 18, 2026. (Planning Director – Brent Reck) See attached information.....67
- 8. Special Event: Bulldog Harley-Davidson Throttle and Tunes – Temporary Use Permit Request:** The Town Council is being asked to allow Bulldog Harley-Davidson to hold a Throttle & Tunes event on April 25, 2026. (Planning Director – Brent Reck) See attached information.....75
- 9. Special Event: Bulldog Harley-Davidson Bike Night – Temporary Use Permit Request:** Council is being asked to allow Bulldog Harley-Davidson to hold Bike night on April 30, 2026. (Planning Director – Brent Reck) See attached information.....83
- 10. Consideration and Request for approval of the Career Ladder Promotion for a Water Plant Employee:** The Public Utilities Department respectfully requests approval to promote one employee from Water Plant Operator II to Water Plant Operator III. (Public Utilities Director – Ted Credle) See attached information.....91

11. Consideration and Request for approval of the Career Ladder Promotion for a Water Plant Employee: The Public Utilities Department respectfully request approval to promote another employee from Water Plant Operator II to Water Plant Operator III.
(Public Utilities Director – Ted Credle) See attached information.....95

12. Consideration and Request for approval to adopt Resolution 803: The Council is being asked to adopt a Resolution ratifying the negotiation for and the acquisition of real property located at 1408 Buffalo Road (and two adjacent lots) in Smithfield, NC 27577.
(Interim Town Manager – Kimberly Pickett) See attached information.....98

13. Consideration and Request for approval to enter into a contract with Heat Transfer Solutions for HVAC services for the amount of \$7,128.
(Public Works Director – Lawrence Davis) See attached information.....101

14. Consideration and request for approval to enter into a Grounds Maintenance Contract with Lion Group Services for the amount of \$59,592.
(Public Works Director – Lawrence Davis) See attached information.....153

15. Consideration and request for approval to enter into a Soil Boring agreement with S&ME for the amount of \$15,200.
(Public Utilities Director – Ted Credle) See attached information.....180

16. New Hire Report
(Human Resources Director – Shannan Parrish) See attached information.....195

Business Items:

1. Consideration and Request for approval to enter into an agreement with Red Speed School Zone Speed Cameras: The Smithfield Police Department is requesting that the Town Council approve the installation of automated school zone speed enforcement cameras to improve roadway safety in designated school zones. The agreement is structured to ensure safety benefit to the community without impacting the Town’s budget.
(Police Chief – Pete Hedrick) See attached information.....196

2. Consideration and request for approval authorizing the demolition of property located at 1500 Buffalo Road: Town staff respectfully requests the review and consideration of funds to be used for demolition as outlined in staff’s report at a total cost of \$15,950.
(Interim Town Manager – Kimberly Pickett) See attached information.....210

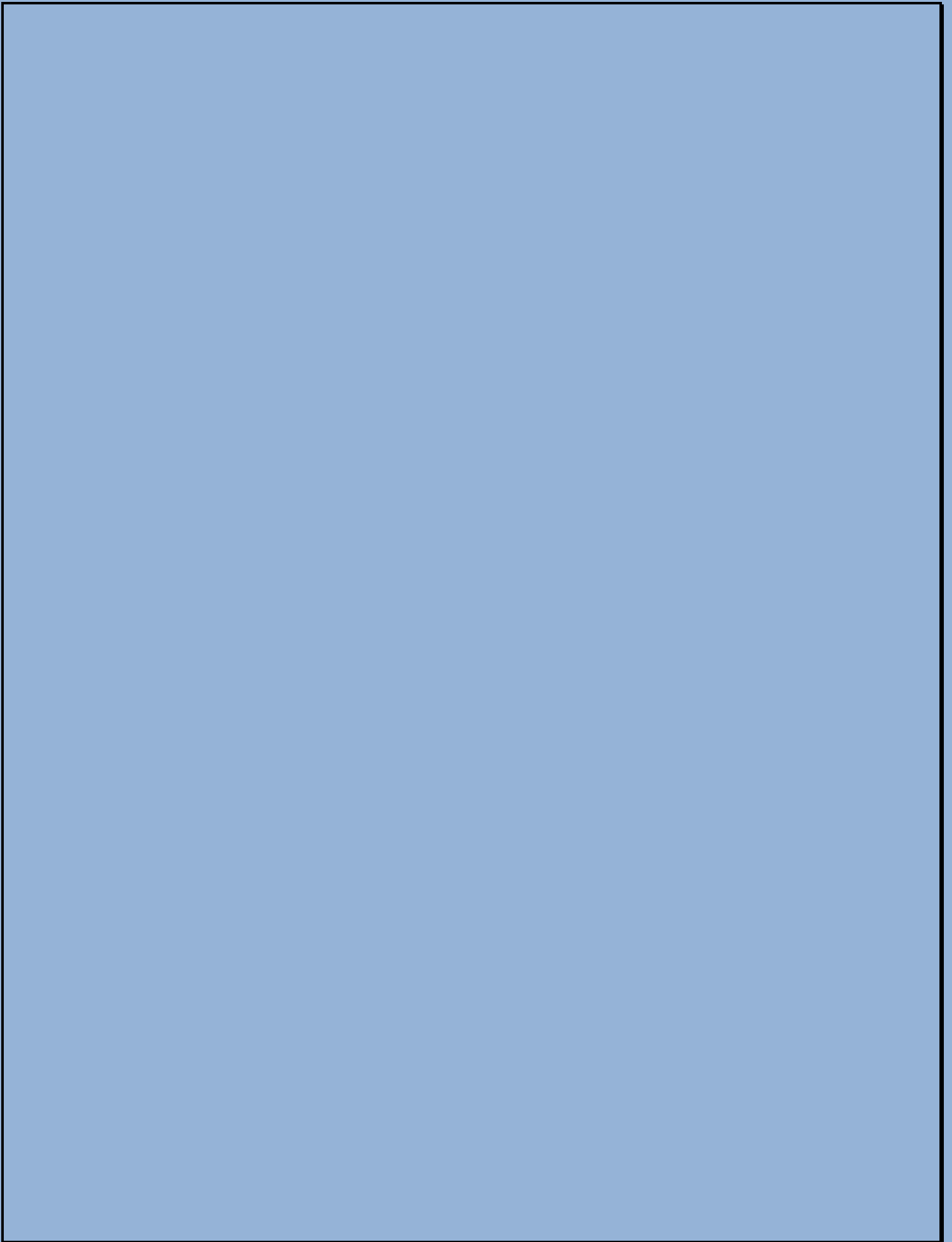
Councilmember’s Comments

Town Manager’s Report

- Department Reports.....217

Recess

Presentations



**PROCLAMATION
ELECTRICAL LINEMEN APPRECIATION DAY
APRIL 13, 2026**

Whereas, the Town of Smithfield honors the profession of linemen, as this profession is a selfless service, steeped in personal, family and professional tradition; and

Whereas, electrical linemen are often first responders during storms and other catastrophic events, working to repair broken lines to make the scene safe for the citizens of the Town of Smithfield; as well as, other public safety workers; and

Whereas, electrical linemen work on the Town of Smithfield power lines 24 hours a day, 365 days a year, to keep the electricity flowing; and

Whereas, due to the danger of their work with thousands of volts of electricity high atop power lines, these linemen put their lives at risk every day for the citizens of the Town of Smithfield with little recognition from the community regarding the danger of their work; and

Whereas, the U.S. Senate in April of 2013 first recognized the efforts of electrical linemen in keeping the power on and protecting public safety, and has designated by resolution the annual celebration of a National Linemen Appreciation Day.

Now, Therefore, be it Proclaimed, that I, M. Andy Moore, Mayor of the Town of Smithfield, along with members of the Town Council, do hereby proclaim April 13, 2026 as "Electrical Linemen Appreciation Day"; and we call upon the citizens of the Town of Smithfield to recognize and appreciate the hard work, innovation and dedication that these public servants make every day to our health, safety, comfort, and quality of life.

Proclaimed this the 7th day of April 2026.

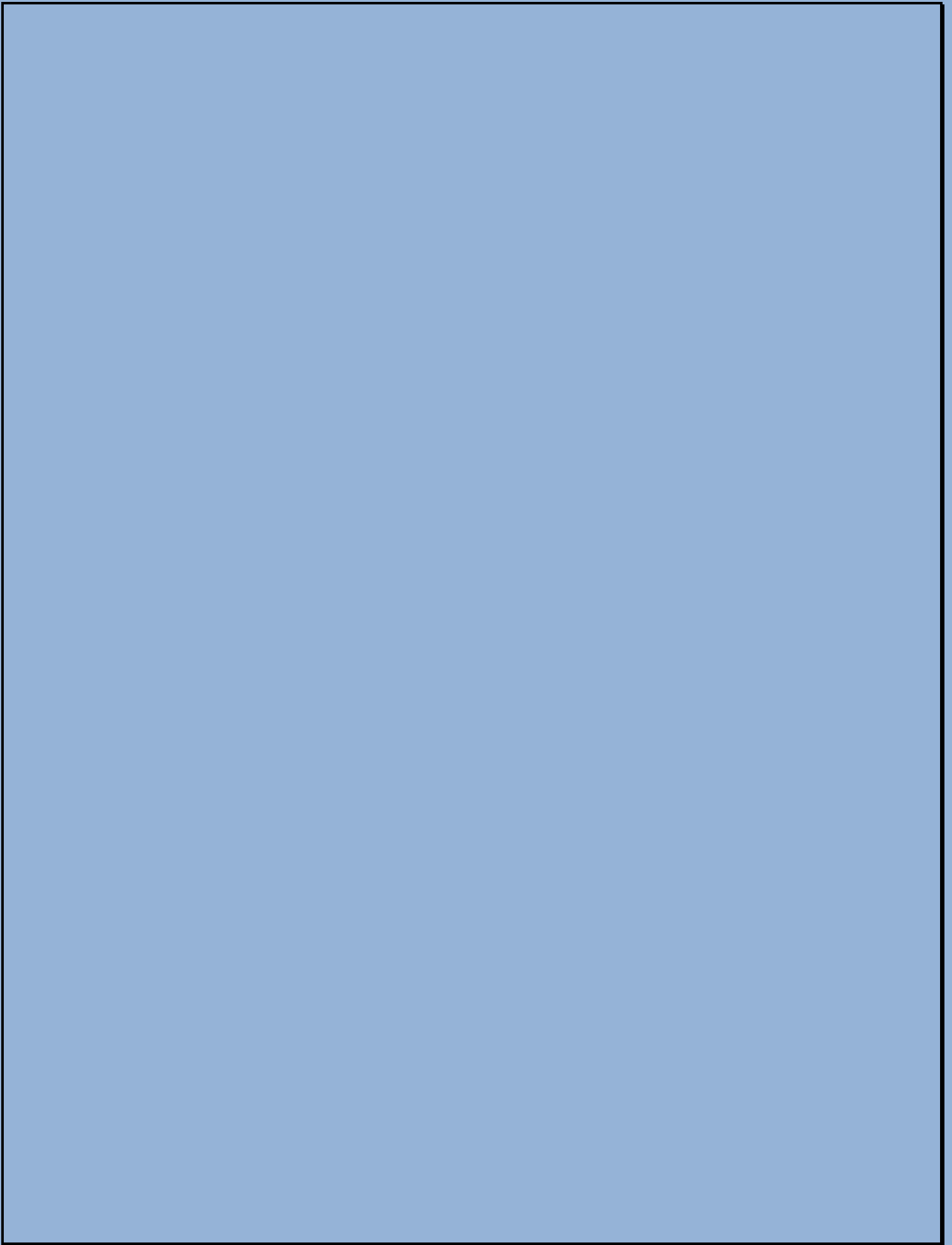
M. Andy Moore, Mayor

ATTEST:

Elaine Andrews, Town Clerk



Public Hearings





Request for Town Council Action

Public Hearing: ZA-25-04
Date: 04/07/2026

Subject: Zoning Text Amendment
Department: Planning Department
Presented by: Planning Director - Brent Reck
Presentation: Public Hearing

Issue Statement

Request by the Planning Department and Smithfield Downtown Development Corporation (DSDC) to amend the UDO Section 6.6 Table of Uses and Activities to allow private clubs/bars in the B-1 zoning district as a special use with supplementary standards (new section 7.47).

Financial Impact

None.

Action Needed

The Town Council is respectfully requested to hold a public hearing on the zoning text amendment and to decide whether to approve, approve with recommended changes, or to deny the request.

Recommendation

Planning Staff and the Planning Board recommend approval of the zoning text amendment ZA-25-04 with a statement declaring the request consistent with the Town of Smithfield Comprehensive Growth Management Plan and that the request is reasonable and in the public interest.

Approved: Town Manager Town Attorney

Attachments:

1. Staff report
2. Consistency Statement
2. Draft Zoning Text Amendment
3. Application
4. Alcohol Sales and Zoning _ UNC School of Government.pdf
5. Adjacent Property Notification Certification
6. Property Owner List
7. Map of Adjacent Owners
8. Notice of Hearing Ad Affidavit



Staff Report

Public ZA-25-04
Hearing:

OVERVIEW:

The DSDC and the Planning Department are requesting an amendment to allow private clubs/bars in the B-1 zoning districts with special use permits and supplementary standards. The purpose of the amendment is to create another use in the B-1 district to attract people downtown and to increase economic vitality.

SUPPLEMENTARY STANDARDS. The idea behind the size limitation is to attract private clubs/bars that are small and upscale in a downtown space. A bar that is going to sell alcohol at a lower price and wants to attract large numbers to cover their costs needs more space. By limiting the size of the bar, we can encourage a more upscale environment, while mitigating some of the impacts on the surrounding area (parking, noise, etc.).

The standards also include a 200' setback from places of worship, daycares and residential properties and a private club/bar can only be within the social district.

CONSISTENCY STATEMENT (STAFF OPINION):

Staff finds the zoning text amendment consistent with the Town of Smithfield Comprehensive Growth Management Plan and other adopted plans, and that the amendment is reasonable and in the public interest.

RECOMMENDATION:

Planning Staff recommend the Town Council approve the zoning text amendment, ZA-25-04, with a statement declaring the request consistent with the Town of Smithfield Comprehensive Growth Management Plan and that the request is reasonable and in the public interest.

STAFF RECOMMENDED MOTION:

"Move to approve zoning text amendment, ZA-25-04, finding the amendment consistent with the Town of Smithfield Comprehensive Growth Management Plan and other adopted plans, and that the amendment is reasonable and in the public interest."

**THE TOWN OF SMITHFIELD
UNIFIED DEVELOPMENT ORDINANCE
AMENDMENT CONSISTENCY STATEMENT
BY THE SMITHFIELD TOWN COUNCIL
ZA-25-04**

Whereas the Smithfield Town Council, upon acting on a zoning ordinance amendment to the *Unified Development Ordinance* and pursuant to NCGS §160D-605, is required to approve a statement describing how the action is consistent with the Town of Smithfield *Comprehensive Growth Management Plan*; and

Whereas the Smithfield Town Council, upon acting on a zoning ordinance amendment to the *Unified Development Ordinance* and pursuant to NCGS §160D-605, is required to provide a brief statement indicating how the action is reasonable and in the public interest.

NOW THEREFORE, BE IT ADOPTED BY THE SMITHFIELD TOWN COUNCIL AS APPROPRIATE:

IN THE EVENT THAT THE MOTION TO RECOMMEND APPROVAL OF THE ORDINANCE AMENDMENT,

That the final action regarding zoning ordinance amendment ZA-25-04 is based upon review of and consistency with, the Town of Smithfield *Comprehensive Growth Management Plan* and any other officially adopted plan that is applicable, along with additional agenda information provided to the Town Council and information provided at the regularly scheduled meeting of Town Council; and

It is the objective of the Town of Smithfield Town Council to have the *Unified Development Ordinance* promote regulatory efficiency and consistency and the health, safety, and general welfare of the community. The zoning ordinance amendment promotes this by offering fair and reasonable regulations for the citizens and business community of the Town of Smithfield as supported by the staff report and attachments provided to the Town Council at their regularly scheduled meeting. Therefore, the ordinance amendment is reasonable and in the public interest.

IN THE EVENT THAT THE MOTION TO RECOMMEND APPROVAL OF THE ORDINANCE FAILS,

That the final action regarding zoning ordinance amendment ZA-25-04 is based upon review of, and consistency, the Town of Smithfield *Comprehensive Growth Management Plan* and other officially adopted plans that are applicable; and

It is the objective of the Town Council to have the *Unified Development Ordinance* promote regulatory efficiency and consistency and the health, safety, and general welfare of the community. The zoning ordinance amendment does not promote this and therefore is neither reasonable nor in the public interest.

ORDINANCE # ZA-25-04
AN ORDINANCE TO AMEND THE TOWN OF SMITHFIELD
UNIFIED DEVELOPMENT ORDINANCE
ARTICLE 10, SECTION 6.6 TABLE OF USES AND ACTIVITIES
TO ALLOW PRIVATE CLUBS OR BARS IN THE B-1 ZONING
DISTRICT AS A PERMITTED USE WITH SUPPLEMENTAL
STANDARDS.

WHEREAS, the Smithfield Town Council wishes to amend certain provisions in the Town of Smithfield Unified Development Ordinance by making changes to Unified Development Ordinance Article 10, Section 6.6 Table of uses and activities.

WHEREAS, it is the objective of the Smithfield Town Council to have the UDO promote regulatory efficiency and consistency and the health, safety, and general welfare of the community;

NOW, THEREFORE, be it ordained that the following Articles are amended to make the following changes set forth in the deletions (strikethroughs) and additions (double underlining) below:

PART 1

[Revise Article 10, Section 6.6 to allow Private Clubs or bars in the B-1 zoning district as a permitted use with supplemental standards]

Sec. 6.6. Tables of Uses and Activities—Primary Zoning Districts.

Uses	Primary Zoning Districts												Supplemental Regulations
	R-20A	R-10	R-8	R-6	R-MH	O/I	B-1	B-2	B-3	LI (Sect. 7.2)	HI (Sect. 7.2)	AHH	
INSTITUTIONAL													
Community college	S					P	S	S	S	S	S		
Libraries						P	P	P	P				
Schools, public and private	S	S	S	S	S	P		P					
Armories						P							
Event center								PS	PS				Section 7.42
Governmental offices						P	P	P	P				
Cemeteries	S					P							
Churches/places of worship	PS	PS	PS	PS	PS	PS	PS	PS	PS	PS	PS		Section 7.32 Section 7.42
Club or private lodge meeting halls						PS		PS	PS				Section 7.42

Club or Bar, private							<u>SS</u>	S	S				<u>Section 7.47</u>
Community centers						PS		SS	SS				Section 7.42
Country clubs, golf courses	P												
Crematory, human								P	P				
Government Public Safety (i.e., police, fire)	S	S	S	S	S	P	P	P	P	P	P		
Hospitals						P		P	P				
Public utility/Public Works storage or service yards						PS				P	P		Section 7.41

PART 2

[Revise Article 7, Section 7.47 to establish supplemental standards for private clubs or bars.]

Sec. 7.47.

Private clubs or bars in the B-1 zoning districts shall be no larger than 2500 square feet in size and located within the Town’s Social District and located no closer than 200’ from places of worship, childcare facilities and residential properties.

PART 3

That the Unified Development Ordinance shall be page numbered and revision dated as necessary to accommodate these changes.

PART 4

That these amendments of the Unified Development Ordinance shall become effective upon adoption. Duly adopted this the 7th of April, 2026.

M. Andy Moore, Mayor

ATTEST:

Elaine Andrews, Town Clerk



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 Amendment to the Unified Development Ordinance

Pursuant to Article 4 of the Town of Smithfield Unified Development Ordinance, Proposed amendments may be initiated by the Town Council, Planning Board, Board of Adjustment, members of the public, or by one or more interested parties. The application for any amendment shall contain a description of the proposed zoning regulation.

APPLICANT INFORMATION:

Stephen Wensman and Heidi Gilmond	Town of Smithfield/DSDC
_____ Petitioner's Name	_____ Address or PO Box
_____ City, State, Zip Code	_____ Telephone

919-934-2116

Proposed amendment to the Town of Smithfield Unified Development Ordinance:
 Amend Table 6.6 Table of uses to allow private clubs or bars in the B-1 with supplementary standards, Section 7.47

(Attach additional sheets as necessary)

This application must be accompanied by a Statement of Justification which addresses the following:

1. How the amendment proposed would serve the public interest or correct an obvious error in the existing ordinance.
2. How the amendment proposed will enhance or promote the purposes and goals of the adopted plans and policies of the governing body.

The undersigned hereby authorizes the filing of this petition and certifies that the information contained herein stands alone based on the merits of this request and is accurate to the best of their knowledge and belief.

Stephen Wensman	Digitally signed by Stephen Wensman Date: 2025.07.08 13:00:59 -04'00'	4/8/25
_____ Signature of Petitioner		_____ Date

FOR OFFICE USE ONLY

File Number: ZA-25-04 Date Received: _____ Amount Paid: _____



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

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APPLICANT INFORMATION:

Petitioner's Name

Address or PO Box

City, State, Zip Code

Telephone

Proposed amendment to the Town of Smithfield Unified Development Ordinance:

(Attach additional sheets as necessary)

This application must be accompanied by a Statement of Justification which addresses the following:

1. How the amendment proposed would serve the public interest or correct an obvious error in the existing ordinance.
2. How the amendment proposed will enhance or promote the purposes and goals of the adopted plans and policies of the governing body.

The undersigned hereby authorizes the filing of this petition and certifies that the information contained herein stands alone based on the merits of this request and is accurate to the best of their knowledge and belief.

 - DSDC
Signature of Petitioner

7/8/2025
Date

FOR OFFICE USE ONLY

File Number: _____ Date Received: _____ Amount Paid: _____



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

OWNER'S CONSENT FORM

Name of Project: _____ Submittal Date: _____

OWNERS AUTHORIZATION

I hereby give CONSENT to _____ (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.

Heidi Gilmond Heidi Gilmond 7/8/2025
 Signature of Owner Print Name Date

CERTIFICATION OF APPLICANT AND/OR PROPERTY OWNER

I hereby certify the statements or information made in any paper or plans submitted herewith are true and correct to the best of my knowledge. I understand this application, related material and all attachments become official records of the Planning Department of the Town of Smithfield, North Carolina, and will not be returned.

Heidi Gilmond Heidi Gilmond 7/8/2025
 Signature of Owner/Applicant Print Name Date

FOR OFFICE USE ONLY

File Number:	Date Received:	Parcel ID Number:
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APPLICANT AFFIDAVIT

I/We, the undersigned, do hereby make application and petition to the Town Council of the Town of Smithfield to approve the subject zoning map amendment. I hereby certify that I have full legal right to request such action and that the statements or information made in any paper or plans submitted herewith are true and correct to the best of my knowledge. I understand this application, related material and all attachments become official records of the Planning Department of the Town of Smithfield, North Carolina, and will not be returned.

Heidi Gilmond
Print Name


Signature of Applicant

7/8/2028
Date

Alcohol Sales and Zoning

David W. Owens

May, 2023

Legal topic(s)

Summary:

[Adapted from Owens, Land Use Law in North Carolina (4th ed., 2023)]

Direct state regulation of an activity may be so extensive as to preempt the field, thus effectively preventing local regulation of that activity.

An example is state regulation of alcohol sales. Under North Carolina law, the state Alcoholic Beverage Control (ABC) Commission has the ultimate decision-making authority on most aspects of alcohol sales. The applicable statute, G.S. 18B-901, provides that the ABC Commission issues all ABC permits and sets forth the factors to be considered by the commission in issuing permits. These include several land use factors: the number of places already holding ABC permits within the neighborhood, parking and traffic, the kinds of businesses already in the neighborhood, the proximity of schools and churches,^[1] zoning, local government recommendations, and potential detriment to the neighborhood.

The statutes require that notice be given to local governments before a decision is made on ABC permit applications.^[2] The ABC Commission must consider local ordinances but is not bound by them. In 1994, the General Assembly amended G.S. 18B-901(c) to provide that the ABC Commission “shall consider” local zoning and related land use factors in making ABC permit decisions. The statute had previously read that the commission “may consider” zoning. This strengthens the consideration that must be given by the state to local zoning but stops short of mandating consistency. In 2005, this section was further amended to mandate that local governments return a Zoning and Compliance Form to the ABC Commission as part of the permit-review process. This act also expanded the provision relative to potential detriment to neighborhoods to specify that the commission is to consider past revocations, suspensions, and violations of ABC laws within the previous year at the location and evidence of illegal-drug activity, fighting, disorderly conduct, and other dangerous activities (both within the facility and on the associated premises).

Once a liquor merchant has secured a state ABC permit, that merchant is for the most part exempt from zoning restrictions, such as local restrictions on the location of the facility, limits on hours of operation, entertainment within the facility, and even signs advertising alcohol products.

Two North Carolina cases have prohibited local governments from imposing zoning restrictions on alcohol sales over and above those applied by the state. In the first, *Staley v. City of Winston-Salem*,^[3] a Winston-Salem ordinance restricting wine sales in a nonconforming restaurant in a residential zoning

district was invalidated. In the second, *In re Melkonian*,^[4] the town of Havelock's denial of a special use permit for a tavern that had secured an ABC license was invalidated.

State ABC licensing laws also address alcohol sales in redevelopment areas. Several cities raised concerns about convenience stores in economically depressed neighborhoods that sold large quantities of beer and wine. Some patrons had a tendency to loiter and consume the alcohol on nearby properties, contributing to crime in the area and impairing neighborhood-revitalization efforts. In response, G.S. 18B-309 was adopted in 1999 to address these concerns. A food business or eating establishment located in a designated urban-redevelopment area is not allowed to have alcohol sales in excess of 50 percent of its total annual sales. A city may request that the state ABC Commission conduct an audit of any such business to determine whether this maximum percentage of alcohol sales is being exceeded, but it may do so only once per year for any individual business. If a business exceeds the maximum percentage, its ABC permits are to be revoked.

State law also limits advertising of alcoholic beverages. G.S. 18B-105(b)(7) authorizes the state ABC Commission to prohibit or regulate advertising of alcoholic beverages on signs. Commission rules limit the size and text of outdoor advertising of beer, wine, and mixed beverages by permittees.^[5] Industry groups may advertise beer and wine—but not liquor—on billboards.^[6]

[1] G.S. 18B-901(c)(6) specifies that the ABC Commission shall consider whether the proposed location is within fifty feet of a church or school.

[2]. In addition to the matter of notice of permit decisions, the statutes also address the location of ABC stores. G.S. 18B-801 prohibits a local ABC board from locating an ABC store within a city over the objection of the city's governing board. The law does allow the local ABC board to seek an override of this prohibition by the state ABC board. Also see S.L. 2009-295, which allows the ABC board to limit the location of ABC stores within 1000 feet of a school or church in Guilford County.

[3]. 258 N.C. 244, 128 S.E.2d 604 (1962).

[4]. 85 N.C. App. 351, 355 S.E.2d 503, review denied, 320 N.C. 631, 360 S.E.2d 91 (1987).

[5]. 14B N.C.A.C. 15B, § .1006.

[6]. 14B N.C.A.C. 15B, §§ .1007–.1008.

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[UNC Privacy Policy](#)

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PLANNING DEPARTMENT
Micah Woodard, Planner I

ADJOINING PROPERTY OWNERS' CERTIFICATION

I, Micah Woodard, hereby certify that downtown property owners were notified by First Class Mail on 3/20/26 of the Public Hearing on **April 7th, 2026**, for following petition, **ZA-25-04**.

Signature

Johnston County, North Carolina

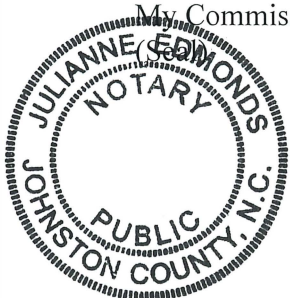
I, Julianne Edmonds, Notary Public for Johnston County and State of North Carolina do hereby certify that Micah Woodard personally appeared before me on this day and acknowledged the due execution of the foregoing instrument. Witness my hand and official seal, this the

20th day of March, 2026

Notary Public Signature

Notary Public Name

My Commission expires on 1-15-2028

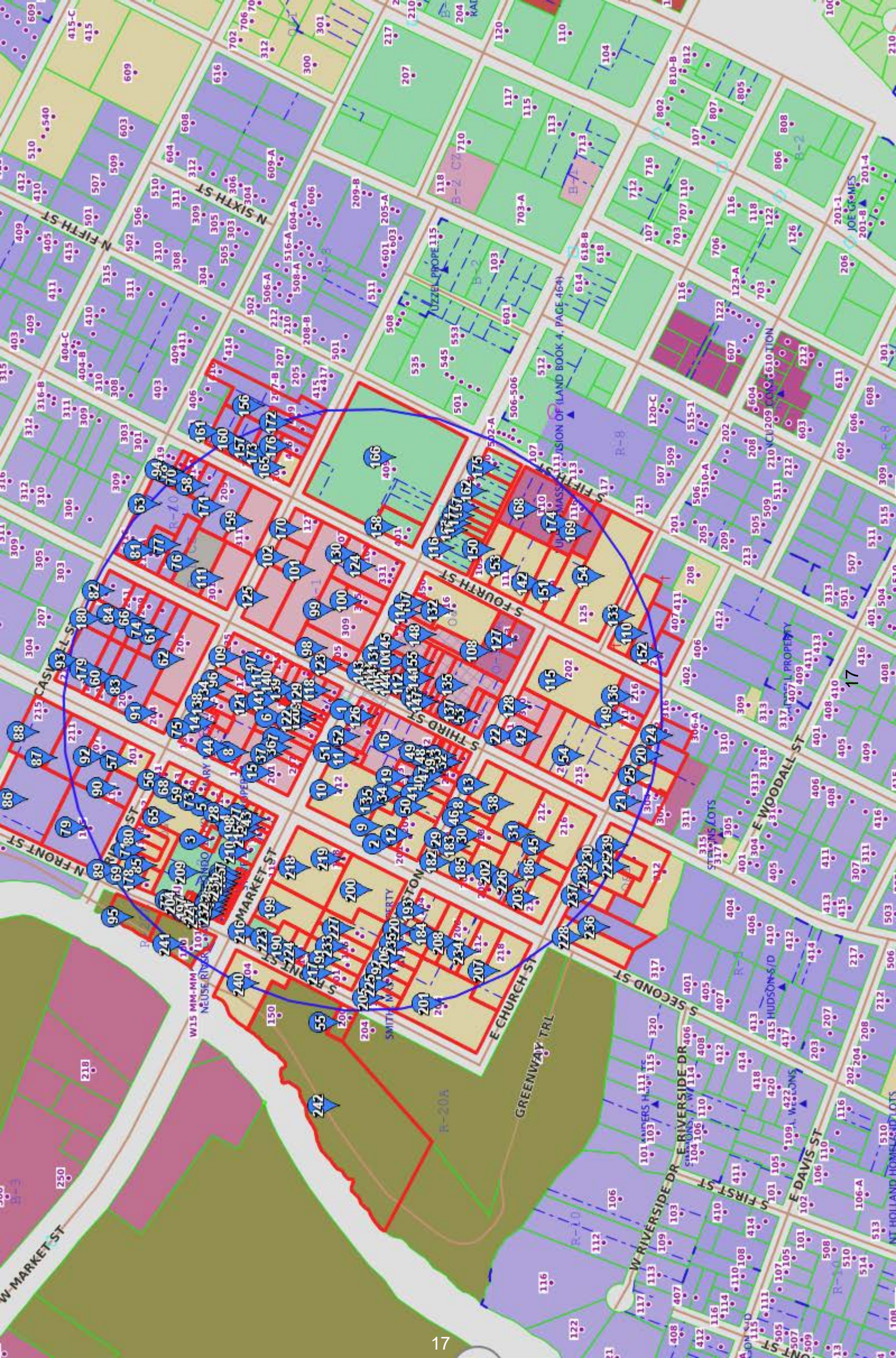


ZA-25-04 Property Owner List (1000' radius/see map)

ParcelID	Name1	Name2	Address1	Address2	CityStateZip
15024064	NOWW PROPERTIES			PO BOX 1567	SMITHFIELD, NC 27577-0000
15024068	JOHNSTON COUNTY				
15019001E	ZALDIVAR HOLDINGS LLC			PO BOX 760	SMITHFIELD, NC 27577-0000
15019008	SAEW, LLC		141 E MARKET ST		SMITHFIELD, NC 27577-3915
15019010	BROGDEN ENTERPRISES INC		4215 BROGDEN ROAD		SMITHFIELD, NC 27577-9292
15019056	TOWN OF SMITHFIELD			PO BOX 761	SMITHFIELD, NC 27577-0761
15019058	SMITHFIELD IMPROVEMENT INC		241 E MARKET ST		SMITHFIELD, NC 27577-0000
15019062	DAUGHTRY AND STARLING INVESTMENTS, LLC			PO BOX 1960	SMITHFIELD, NC 27577-1960
15024047	JOHNSTON COUNTY				
15024052	JOHNSTON COUNTY				
15024059	JOHNSTON COUNTY				
15024065	JOHNSTON COUNTY				
15024067	JOHNSTON COUNTY				
15019037A	FOUR OAKS BANK & TRUST			PO BOX 398	BLAIRSVILLE, GA 30514-0398
15019061	DAUGHTRY AND STARLING INVESTMENTS, LLC			PO BOX 1960	SMITHFIELD, NC 27577-1960
15024048	COUNTY OF JOHNSTON			PO BOX 1049	SMITHFIELD, NC 27577-0000
15024051	JOHNSTON COUNTY				
15024066	JOHNSTON COUNTY				
15024070	COUNTY OF JOHNSTON			PO BOX 1049	SMITHFIELD, NC 27577-0000
15030024	STANCL, LUKE	STANCL, LUKE	310 E CHURCH ST		SMITHFIELD, NC 27577-4506
15030026	PERDUE, THOMAS	PLANT-PERDUE, AMY D.	302 E CHURCH ST		SMITHFIELD, NC 27577-4506
15025022	FIRST BAPTIST CHURCH OF SMITHFIELD			P O BOX 209	SMITHFIELD, NC 27577-0000
15024040	SALEH, YAHYA	SALEH, MARIAH ALI	506 CHAPANOKE RD		RALEIGH, NC 27603-3463
15030028	BURNSVILLE HOSPITALITY GROUP, LLC		1204 VILLAGE MARKET PL PMB 244		MORRISVILLE, NC 27560-7508
15030027	FIRST PRESBYTERIAN CHURCH		3RD CHURCH ST	PO BOX 1159	SMITHFIELD, NC 27577-0000
15019005	SAEW, LLC		141 E MARKET ST		SMITHFIELD, NC 27577-3915
15019007A	SAEW, LLC		141 E MARKET ST		SMITHFIELD, NC 27577-3915
15019009	MADYAN, LLC		111 N 2ND ST		SMITHFIELD, NC 27577-3933
15024027	COUNTY OF JOHNSTON			PO BOX 1049	SMITHFIELD, NC 27577-0000
15024029	JOHNSTON COUNTY				
15024035	JACKSON, DAVID LEE			P O BOX 1249	SMITHFIELD, NC 27577-0000
15024039A	O'DOWD, MICHAEL PATRICK JR.	O'DOWD, TRACEY KONCKOWSKI	11 LEE LN		SMITHFIELD, NC 27577
15024039B	HOMETOWNE HOSPITALITY, LLC		334 E MAIN ST		CLAYTON, NC 27520-2464
15024049	JOHNSTON COUNTY				
15024050	JOHNSTON COUNTY				
15019057	SMITHFIELD IMPROVEMENT INC		241 E MARKET ST		SMITHFIELD, NC 27577-0000
15019060	DAUGHTRY AND STARLING INVESTMENTS, LLC			PO BOX 1960	SMITHFIELD, NC 27577-1960
15024036	JOHNSTON COUNTY				
15024039C	LEVINSON, JAMES R.			P O BOX 117	BENSON, NC 27504-0117
15024043	JOHNSTON COUNTY				
15024044	JOHNSTON COUNTY				
15025025	FIRST BAPTIST CHURCH OF SMITHFIELD			PO BOX 209	SMITHFIELD, NC 27577-0000
15019006	SAEW, LLC		141 E MARKET ST		SMITHFIELD, NC 27577-3915
15019063	FOUR OAKS BANK & TRUST			PO BOX 398	BLAIRSVILLE, GA 30514-0398
15024034	FOUR OAKS INVESTMENT, LLC		252 LAKEVIEW DR		FOUR OAKS, NC 27524
15024038	JOHNSTON COUNTY				
15024039	LEVINSON, JAMES R. LIFE ESTATE	JLL REVOCABLE TRUST REMAINDER		PO BOX 117	BENSON, NC 27504-0117
15024041	JOHNSTON, DAVID N.	JOHNSTON, SONIA M.	51 N LUMINA LN		CLAYTON, NC 27527-3795
15024042	COUNTY OF JOHNSTON			PO BOX 1049	SMITHFIELD, NC 27577-0000
15024045	JOHNSTON COUNTY				
15024060	FARMVILLE REAL ESTATE CO LLC			PO BOX 774	FARMVILLE, NC 27828-0774
15024061	JAMES W NARRON REVOCABLE TRUST	NARRON, JAMES W TRUSTEE		PO BOX 1523	SMITHFIELD, NC 27577-1523
15025015	SMITHFIELD ARTS COLLABORATIVE, LLC			PO BOX 2235	SMITHFIELD, NC 27577-2235
15025028	FIRST PRESBYTERIAN CHURCH		3RD CHURCH ST	PO BOX 1159	SMITHFIELD, NC 27577-0000
15099031S	TOWN OF SMITHFIELD			PO BOX 761	SMITHFIELD, NC 27577-0761
15019014	HUNTSBERRY, WILLIAM E. JOINT TENANTS (WROS)	MCNEILL, THOMAS C. JOINT TENANTS (WROS)		PO BOX 907	SMITHFIELD, NC 27577-0907
15019020	MADYAN, LLC		111 N 2ND ST		SMITHFIELD, NC 27577-3933
15020025	FRINK, JOANN		5328 CHIPSTONE DR		RALEIGH, NC 27610-2573
15019012	GLENNIE REA CORPORATION			PO BOX 3068	WILSON, NC 27895-3068
15019026	MASSENGILL, WILLIAM E	MASSENGILL, CYNTHIA L	210 NORTH SECOND ST		SMITHFIELD, NC 27577-0000
15019034	TWIN STATES FARMING INC			P O BOX 1352	SMITHFIELD, NC 27577-1352
15019035	TWIN STATES FARMING INC			P O BOX 1352	SMITHFIELD, NC 27577-1352
15020018	AVERA, CHARLES		216 N 3RD ST		SMITHFIELD, NC 27577-3950
15019001I	RIVER WALK OFFICE SUITES, LLC		101 E MARKET ST STE 2B		SMITHFIELD, NC 27577-3980
15019015	DONNA VINSON REVOCABLE TRUST	VINSON, DONNA TRUSTEE	112 BRIDGE ST		SMITHFIELD, NC 27577
15019032	HULTH, PATRICIA ANNE LIFE ESTATE	TIPPETT, MARGARET HULTH REMAINDER	532 SIMON RD		MIDDLESEX, NC 27557-8331
15019001G	PATEL, SMITABEN	PATEL, RAKESH	749 MARCELLUS WAY		CLAYTON, NC 27527-3786
15019013	WILKINSON, BONNIE C.		1107 BAKER ST		SMITHFIELD, NC 27577-3745
15019017D	YELLE, MICHAEL GERALD	YELLE, PAMELA GRATON	132 N FRONT ST		SMITHFIELD, NC 27577-3969
15020024	FRINK, JOANN		5328 CHIPSTONE DR		RALEIGH, NC 27610-2573
15019017B	VIEIRA, MARTIN	VIEIRA, KIMBERLEE	104 BRIDGE ST		SMITHFIELD, NC 27577
15019001F	PATEL, SMITABEN	PATEL, RAKESH	749 MARCELLUS WAY		CLAYTON, NC 27527-3786
15019011	SC SOUTHERLAND PROPERTIES LLC		662 SHORT JOURNEY RD		SMITHFIELD, NC 27577-8257
15019033	GIA REALTY ADVISORS, LLC		39 WOOD STORK CT		CLAYTON, NC 27520-4178
15019036	FOUR OAKS BANK & TRUST			PO BOX 398	BLAIRSVILLE, GA 30514-0398
15020015	JOHNSTON COUNTY BUILDING INDUSTRY ASSOCIATION, INC		301 BRIDGE ST		SMITHFIELD, NC 27577-3905
15020016	ZEPP, CARMEN	ZEPP, DONALD	210 N 3RD ST		SMITHFIELD, NC 27577-3950
15020023	SANDERS, BESSIE VIRGINIA LIFE ESTATE	SAEW, LLC	109 HARTLEY DR		SMITHFIELD, NC 27577-3213
15019018	NARRON, JAMES W	NARRON, JULIA W		PO BOX 1523	SMITHFIELD, NC 27577-1523
15019017A	ZINSER, RICHARD TYLER	ZINSER, DANIELLE ALYSSE	108 BRIDGE ST		SMITHFIELD, NC 27577
15020017	FUSSELL, MICHAEL		212 N 3RD ST		SMITHFIELD, NC 27577-3950
15019030	HULTH, PETER III	ALLEN, LINDA	215 N 3RD STREET		SMITHFIELD, NC 27577-0000
15019025	KEENE, BRITNEY LYNN		208 N 2ND ST		SMITHFIELD, NC 27577-3948
15019031	TART, REGAN	JONES, CARTER M.	211 N 3RD ST		SMITHFIELD, NC 27577-3949
15019017	RIVERWALK AT SMITHFIELD HOMEOWNERS' ASSOCIATION INC		1161 JONES FRANKLIN RD STE 101		RALEIGH, NC 27606
15019018A	JAMES W NARRON REVOCABLE TRUST	NARRON, JAMES W TRUSTEE		PO BOX 1523	SMITHFIELD, NC 27577-1523
15019022	STEPHENS, MARY B		211 N 2ND ST		SMITHFIELD, NC 27577-3947
15019023	TURLEY, RAYMOND GALE	TURLEY, JENNIFER	215 N 2ND ST		SMITHFIELD, NC 27577-3947
15019017C	SHULER, JOHN T	SHULER, CATHIE G	136 N FRONT ST		SMITHFIELD, NC 27577-3969
15019019	SMITH LANDING LLC			PO BOX 1523	SMITHFIELD, NC 27577
15019024	GCMJ PHILLIPS, LLC		272 HAWKINS RD		SELMA, NC 27576-8294
15019021	WELLONS, ALYCE ELLINGTON	BURFORD, SHARON DENISE	207 N 2ND ST		SMITHFIELD, NC 27577-3947
15019028	WELLONS, WILLIAM B JR	WELLONS, CLARA C	216 N 2ND ST		SMITHFIELD, NC 27577-3948
15020022	SECU*RE, INC		119 N SALISBURY ST		RALEIGH, NC 27603-1739
15080003	TOWN OF SMITHFIELD		305 E MARKET ST		SMITHFIELD, NC 27577-0000
15019041	WILSON, JAMES E III		331 W WILSON STREET		SMITHFIELD, NC 27577-5134
15019044	HANSEN, PAMELA W.		139 ROSE DHU RD		SAVANNAH, GA 31419-3313
15020002	TOWN OF SMITHFIELD	COUNTY OF JOHNSTON		PO BOX 761	SMITHFIELD, NC 27577-0761
15020003	TOWN OF SMITHFIELD	COUNTY OF JOHNSTON		PO BOX 1049	SMITHFIELD, NC 27577
15020005	AVA GARDNER MUSEUM, INC		325 E MARKET ST		SMITHFIELD, NC 27577-3919

15020010	TOWN OF SMITHFIELD			PO BOX 761	SMITHFIELD, NC 27577-0761
15020012	WELLONS, WILLIAM B JR	WELLONS, CLARA	310 BRIDGE ST		SMITHFIELD, NC 27577-3906
15025002	GOWER, JEWEL P LIFE ESTATE	JOHNSON, KIMBERLY GOWER REMAINDER	720 CHESTNUT STREET		SMITHFIELD, NC 27577-0000
15025003	LEE, ERIC		2556 WINDING BRANCH TRL		APEX, NC 27523-8504
15025004	JAMES W NARRON REVOCABLE TRUST	JULIA W NARRON REVOCABLE TRUST		PO BOX 1523	SMITHFIELD, NC 27577
15025006	JAMS PROPERTIES LLC		849 PARKRIDGE DR		CLAYTON, NC 27527-5309
15025018	TOWN OF SMITHFIELD			PO BOX 761	SMITHFIELD, NC 27577-0761
15025020	NOVIOMAGUS, LLC		3 BOBCAT CT		DURHAM, NC 27713-9178
15019042	WILSON, JAMES E III		331 W WILSON STREET		SMITHFIELD, NC 27577-5134
15025058	FIRST BAPTIST CHURCH		202 SOUTH FOURTH STREET		SMITHFIELD, NC 27577-0000
15020014	JOHNSTON COUNTY BUILDING INDUSTRY ASSOCIATION, INC		301 BRIDGE ST		SMITHFIELD, NC 27577-3905
15025010	OAK CREEK LLC			PO BOX 120	SMITHFIELD, NC 27577-0120
15025012	REECE, MICHAEL J	REECE, MARY MCCULLERS	710 SUNSET DR		SMITHFIELD, NC 27577-0000
15025017	TOWN OF SMITHFIELD		116 S 4TH ST		SMITHFIELD, NC 27577-0000
15025035	FIRST BAPTIST CHURCH		202 SOUTH FOURTH STREET		SMITHFIELD, NC 27577-0000
15025036	PNC BANK NA			PO BOX 850	AURORA, OH 44202-0850
15019045	WILSON, JAMES E III		331 W WILSON STREET		SMITHFIELD, NC 27577-5134
15019048	COUNTY OF JOHNSTON			PO BOX 1049	SMITHFIELD, NC 27577-0000
15019051	EDERY, JEAN PIERRE	EDERY, VIRGINIA	3276 CRANTOCK RD		SMITHFIELD, NC 27577-7967
15019052	HART REALTY LLC			PO BOX 1028	SMITHFIELD, NC 27577-0000
15019055	JOCO CRE, LLC		3621 STEPHENSON RD		ANGIER, NC 27501-8166
15019056A	NORTH CREEK PARTNERS LLC		19 ATLANTA ST E		WRITSVILLE BCH, NC 28480-2830
15020001	TOWN OF SMITHFIELD	COUNTY OF JOHNSTON		PO BOX 761	SMITHFIELD, NC 27577-0761
15020008	ROBERTS & WELLONS INC			PO BOX 1046A	SMITHFIELD, NC 27577
15020011	JOHNSTON COUNTY BUILDING INDUSTRY ASSOCIATION		301 BRIDGE ST		SMITHFIELD, NC 27577-3905
15024063	JAMES W NARRON REVOCABLE TRUST	NARRON, JAMES W TRUSTEE		PO BOX 1523	SMITHFIELD, NC 27577-1523
15025021	NOVIOMAGUS, LLC		3 BOBCAT CT		DURHAM, NC 27713-9178
15025023	8182 PROPERTIES, LLC		833 COUNTRY CLUB RD		SMITHFIELD, NC 27577-8306
15019050	LAMPE ENTERPRISES 1995 LIMITED PARTNERSHIP			PO BOX 1457	SMITHFIELD, NC 27577-1457
15020006	ROBERTS & WELLONS INC			PO BOX 1046A	SMITHFIELD, NC 27577
15025005	JAMS PROPERTIES LLC		849 PARKRIDGE DR		CLAYTON, NC 27527-5309
15025020A	TOWN OF SMITHFIELD		116 S 4TH ST		SMITHFIELD, NC 27577-0000
15025199	FIRST BAPTIST CHURCH		202 SOUTH FOURTH STREET		SMITHFIELD, NC 27577-0000
15019040	JOCO CRE, LLC		3621 STEPHENSON RD		ANGIER, NC 27501-8166
15025014	NEW AUSTIN MANOR APARTMENTS OF NC, LLC			PO BOX 23589	COLUMBIA, SC 29224-3589
15025033	AMBROSE, ROBERT C.	AMBROSE, CONSTANCE	216 S 4TH ST		SMITHFIELD, NC 27577-4554
15025066	UNDER THE OAK FARM, LLC		1126 RIDGE DR		CLAYTON, NC 27520-9185
15019038	CAMPERDOWN, LLC			PO BOX 1567	SMITHFIELD, NC 27577-1567
15019046	JOCO CRE, LLC		3621 STEPHENSON RD		ANGIER, NC 27501-8166
15019046A	WILSON, JAMES E III		331 W WILSON STREET		SMITHFIELD, NC 27577-5134
15019047	JOCO CRE, LLC		3621 STEPHENSON RD		ANGIER, NC 27501-8166
15025069	TOWN OF SMITHFIELD			PO BOX 761	SMITHFIELD, NC 27577-0761
15025001	JOHNSON, WILLIAM C	JOHNSON, KIMBERLY G	516 S 4TH ST		SMITHFIELD, NC 27577-4454
15025007	T'S BIZ, LLC		111 S 3RD ST		SMITHFIELD, NC 27577-4539
15025008	JAMS PROPERTIES LLC		849 PARKRIDGE DR		CLAYTON, NC 27527-5309
15025011	BILOTT, JOHN ROBERT	BILOTT, THERESA LYNN	139 TOPSAIL ISLAND DR		GARNER, NC 27529-6154
15025013	HOBBS, TINA SHIRLEY		616 HANCOCK STREET		SMITHFIELD, NC 27577
15025016	CAROLINA TELEPHONE & TELEGRAPH		720 WESTERN BOULEVARD		TARBORO, NC 27886-0000
15025032	BELL, ROBERT EDWARD JR		311 CHURCH ST		SMITHFIELD, NC 27577-4505
15025046	TOWN OF SMITHFIELD			PO BOX 761	SMITHFIELD, NC 27577-0761
15025052A	JIREHTECH, INC.		2600 HISTORIC CIR		MORRISVILLE, NC 27560-8183
15025060	ANDREWS, ARTHUR WILLIAM	ANDREWS, ROSA	215 S 4TH ST		SMITHFIELD, NC 27577-4553
15025064	TOWN OF SMITHFIELD			PO BOX 761	SMITHFIELD, NC 27577-0761
15025067	FIRST BAPTIST CHURCH OF SMITHFIELD			P O BOX 209	SMITHFIELD, NC 27577-0000
15025071	OAK CREEK LLC			PO BOX 120	SMITHFIELD, NC 27577-0120
15020040	ST MARK AME CHURCH			PO BOX 1751	SMITHFIELD, NC 27577-0000
15020030	G&H HOME SWEET HOME, LLC		201 CANTERBURY RD		SMITHFIELD, NC 27577-4822
15020051	DAUGHTRY, N. LEO	DAUGHTRY, KELLY K.		PO BOX 1960	SMITHFIELD, NC 27577-1960
15020027	ROBERTS & WELLONS INC			PO BOX 1046A	SMITHFIELD, NC 27577
15020033	D J'S PROPERTIES INC		1001 NC HWY 210		SMITHFIELD, NC 27577-0000
15020034	D J'S PROPERTIES INC		1001 NC HWY 210		SMITHFIELD, NC 27577-0000
15025068	HOPKINS, RONALD JOE	HOPKINS, SHEILA DIANNE	432 E MARKET ST		SMITHFIELD, NC 27577-0000
15025042	PNC BANK NA			PO BOX 850	AURORA, OH 44202-0850
15025043	PNC BANK NA			PO BOX 850	AURORA, OH 44202-0850
15020028	MITCHELL, WILLIE		400 DANTON DR		CARY, NC 27518-9089
15020056	FIRST CITIZENS BANK AND TRUST DALSO			P O BOX 27131	RALEIGH, NC 27611-7131
15025045	SALVATION DELIVERANCE TEMPLE CHURCH, INC.		422 E MARKET ST		SMITHFIELD, NC 27577-3922
15025048	TOWN OF SMITHFIELD			PO BOX 761	SMITHFIELD, NC 27577-0761
15025052B	TOWN OF SMITHFIELD			PO BOX 761	SMITHFIELD, NC 27577-0761
15020013	BRIDGE STREET ASSOCIATES LLC			PO BOX 270	SMITHFIELD, NC 27577-0270
15020026	ROBERTS & WELLONS INC			PO BOX 1046A	SMITHFIELD, NC 27577
15020032	ST MARK AME CHURCH			PO BOX 1751	SMITHFIELD, NC 27577-0000
15020060	G&H HOME SWEET HOME, LLC		201 CANTERBURY RD		SMITHFIELD, NC 27577-4822
15025051	TOWN OF SMITHFIELD			PO BOX 761	SMITHFIELD, NC 27577-0761
15025063	AVS INVESTMENTS, LLC		440 E MARKET ST		SMITHFIELD, NC 27577-3922
15020029	HINTON, JENNIFER BUNCH	BUNCH, GREGORY CRAIG	1349 KEYSTONE DR		ASHEBORO, NC 27203-4001
15025044	SALVATION DELIVERANCE TEMPLE CHURCH, INC.		422 E MARKET ST		SMITHFIELD, NC 27577-3922
15019017E	PRIDGEN, TIFFANY JOINT TENANTS (WROS)	ADAMS, PATTY JOINT TENANTS (WROS)	128 N FRONT ST		SMITHFIELD, NC 27577-3969
15019027	RICE, ASA F III		212 N SECOND ST		SMITHFIELD, NC 27577-0000
15019029	WELLONS, WILLIAM B JR	WELLONS, CLARA C	216 N SECOND ST		SMITHFIELD, NC 27577-3948
15019001H	PATEL, SMITABEN	PATEL, RAKESH	749 MARCELLUS WAY		CLAYTON, NC 27527-3786
15024026	JOHNSTON COUNTY				
15099030H	COUNTY OF JOHNSTON			PO BOX 1049	SMITHFIELD, NC 27577-0000
15024022	JOHNSTON COUNTY				
15024028	JOHNSTON COUNTY				
15024033	FOUR OAKS INVESTMENT, LLC				
15019001V	LEE, CHADWICK COLE		252 LAKEVIEW DR		FOUR OAKS, NC 27524
15019001L	101 W MARKET STREET 1B LLC		3571 US HIGHWAY 301 S		SMITHFIELD, NC 27577-9496
15019001M	COUNTY OF JOHNSTON		42 CHRISTENBURY LN		CLAYTON, NC 27527-3328
15024004	TOWN OF SMITHFIELD			PO BOX 1049	SMITHFIELD, NC 27577-0000
15024007	109 S FRONT ST LLC			PO BOX 761	SMITHFIELD, NC 27577-0761
15024016	K RENTAL PROPERTIES LLC			PO BOX 268	SMITHFIELD, NC 27577-0268
15024025	COUNTY OF JOHNSTON		121 W RIVERSIDE DRIVE		SMITHFIELD, NC 27577-0000
15019001J	ORG PROPERTIES LLC			PO BOX 1049	SMITHFIELD, NC 27577-0000
15019001O	HARVEST GOLD, LLC		7150 CLEVELAND RD		CLAYTON, NC 27520-7143
15019001S	RIVER WALK OFFICE SUITES, LLC		101 E MARKET ST	UNIT 1-E	SMITHFIELD, NC 27577-3978
15019001X	YOGA CONNECTION LLC		101 E MARKET ST STE 2B		SMITHFIELD, NC 27577-3980
15019007	SAEW, LLC		4137 SWIFT CREEK RD		SMITHFIELD, NC 27577-8233
15024008	CENTENARY UNITED METHODIST CH		141 E MARKET ST		SMITHFIELD, NC 27577-3915
15024011	JOHNSTON COUNTY		140 EAST MARKET STREET		SMITHFIELD, NC 27577-0000
15024018	TOWN OF SMITHFIELD			PO BOX 761	SMITHFIELD, NC 27577-0761

15024030	JONES, NANCY LUCILLE		610 S VERMONT ST		SMITHFIELD, NC 27577-3826
15024032	WALLS, CLINTON C.	WALLS, ANNA	217 S 2ND ST		SMITHFIELD, NC 27577-4531
15019001P	BRITT, ALAN B	BRITT, RACHEL M	422 S 2ND ST		SMITHFIELD, NC 27577-4412
15024014	MITCHELL, KIMBERLY E		117 W RIVERSIDE		SMITHFIELD, NC 27577-0000
15024017	K RENTAL PROPERTIES LLC		121 W RIVERSIDE DRIVE		SMITHFIELD, NC 27577-0000
15024019	ST PAUL EPISCOPAL CHURCH		218 SOUTH SECOND ST		SMITHFIELD, NC 27577-0000
15024021	MARTINEZ, WILLIAM ABARCA		107 STONE ST		CARY, NC 27511-3654
15019001	NEUSE RIVER COMMONS ASSOCIATION INC		1612 MILITARY CUTOFF RD STE 108		WILMINGTON, NC 28403-5741
15019001B	MARKET ST MEDICAL BLDG, LLC		131 EAST MARKET STREET		SMITHFIELD, NC 27577-0000
15019001K	RIVER WALK OFFICE SUITES, LLC		101 E MARKET ST STE 2B		SMITHFIELD, NC 27577-3980
15019001R	RIVER WALK OFFICE SUITES, LLC		101 E MARKET ST STE 2B		SMITHFIELD, NC 27577-3980
15019001T	RIVER WALK OFFICE SUITES, LLC		101 E MARKET ST STE 2B		SMITHFIELD, NC 27577-3980
15019001Y	YOGA CONNECTION LLC		4137 SWIFT CREEK RD		SMITHFIELD, NC 27577-8233
15019004	CAROL P STALLINGS REV LVNG TR	STALLINGS, CAROL P TRUSTEE	917 S VERMONT ST		SMITHFIELD, NC 27577-0000
15024001	CENTENARY UNITED METHODIST CHURCH	FLEMING, MILES G TRUSTEE	140 E MARKET STREET		SMITHFIELD, NC 27577-0000
15024006	ANN CREECH WILSON REVOCABLE TRUST	WILSON, ANN CREECH TRUSTEE	1679 WILSONS MILLS ROAD		SMITHFIELD, NC 27577-0000
15024010	CENTENARY METHODIST CHURCH				
15024012	CENTENARY METH CHURCH		140 E MARKET ST		SMITHFIELD, NC 27577-0000
15024024	LEONARD, STEPHANIE B.	LEONARD, BRIAN R.	112 MARIAH DR		FOUR OAKS, NC 27524-8432
15019001Q	DUEA, JONATHAN R	DUEA, WHITNEY BALES		PO BOX 1424	WRITSVILLE BCH, NC 28480-1424
15019001U	RIVER WALK OFFICE SUITES, LLC		101 E MARKET ST STE 2B		SMITHFIELD, NC 27577-3980
15024003	CENTENARY UNITED METHODIST CHURCH	DENNING, WILLIAM ROBERT III TRUSTEE	140 E MARKET ST		SMITHFIELD, NC 27577-3916
15024005	109 S FRONT ST., LLC			PO BOX 268	SMITHFIELD, NC 27577-0268
15024015	K RENTAL PROPERTIES LLC		121 W RIVERSIDE DRIVE		SMITHFIELD, NC 27577-0000
15024031	BARBOUR, JIMMY C		213 S 2ND ST	P O BOX 28	SMITHFIELD, NC 27577-0028
15024069	JOHNSTON COUNTY HOUSING ASST PAYMENTS PRGM			P O BOX 1049	SMITHFIELD, NC 27577-1049
15029019	DUNN, CLAUD L JR	DUNN, JOANNE O		P O BOX 1308	SMITHFIELD, NC 27577-1308
15029029A	SMITHFIELD UNC, LLC		916 WASHINGTON AVE		TWP WASHINGTON, NJ 07676-3819
15029029B	LEGAL AID OF NORTH CAROLINA INC			PO BOX 26087	RALEIGH, NC 27611-0000
15019001N	COUNTY OF JOHNSTON			PO BOX 1049	SMITHFIELD, NC 27577-1049
15019001Z	JEMINA, LLC		8705 KAPLAN WOODS WAY		WAKE FOREST, NC 27587-4894
15024009	CENTENARY UNITED METHODIST CHURCH	PILKINGTON, GREGORY TRUSTEE		PO BOX 3024	SMITHFIELD, NC 27577-7024
15024020	SPENCE, ROBERT A JR			PO BOX 1335	SMITHFIELD, NC 27577-0000
15024023	K RENTAL PROPERTIES LLC		121 W RIVERSIDE DRIVE		SMITHFIELD, NC 27577-0000
15029020	BURGESS PROPERTIES LLC		106 E RIVERSIDE DR		SMITHFIELD, NC 27577-4404
15029021	APS OF SMITHFIELD LLC		208 E CHURCH ST	P O BOX 785	SMITHFIELD, NC 27577-0785
15029022	BERKAU, THOMAS S	BERKAU, VICKI	176 FOREST LAKE CT		MOUNT GILEAD, NC 27306-9284
15029023	SPRING BRANCH CORNERS ASSOCIATION		916 WASHINGTON AVE		TOWNSHIP OF WASHINGTON, NJ 07676-3819
15080006	TOWN OF SMITHFIELD			PO BOX 761	SMITHFIELD, NC 27577-0761
15080005	ANDRIKA ENTERPRISES, LLC		1720 GALILEE RD		SMITHFIELD, NC 27577-7711
15080007	TOWN OF SMITHFIELD			PO BOX 761	SMITHFIELD, NC 27577-0761



AFFIDAVIT OF PUBLICATION

State of Florida, County of Broward, ss:

Anjana Bhadoriya, being first duly sworn, deposes and says: That (s)he is a duly authorized signatory of Column Software, PBC, duly authorized agent of Johnstonian News - (Johnston County), a newspaper printed and published in the City of Smithfield, County of Johnston, State of North Carolina, and that this affidavit is Page 1 of 1 with the full text of the sworn-to notice set forth on the pages that follow, and the hereto attached:

PUBLICATION DATES:

Mar. 25, 2026

NOTICE ID: 4QKEMGFyBLVtIKP7xQ05

NOTICE NAME: TC 4.7.26 2nd Run

Publication Fee: 61.10

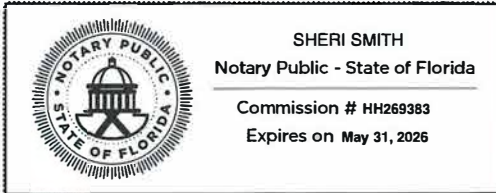
I declare under penalty of perjury under the laws of North Carolina that the foregoing is true and correct.

Anjana Bhadoriya

(Signed) _____

VERIFICATION

State of Florida
County of Broward



Subscribed in my presence and sworn to before me on this: 03/25/2026

S. Smith

Notary Public
Notarized remotely online using communication technology via Proof.

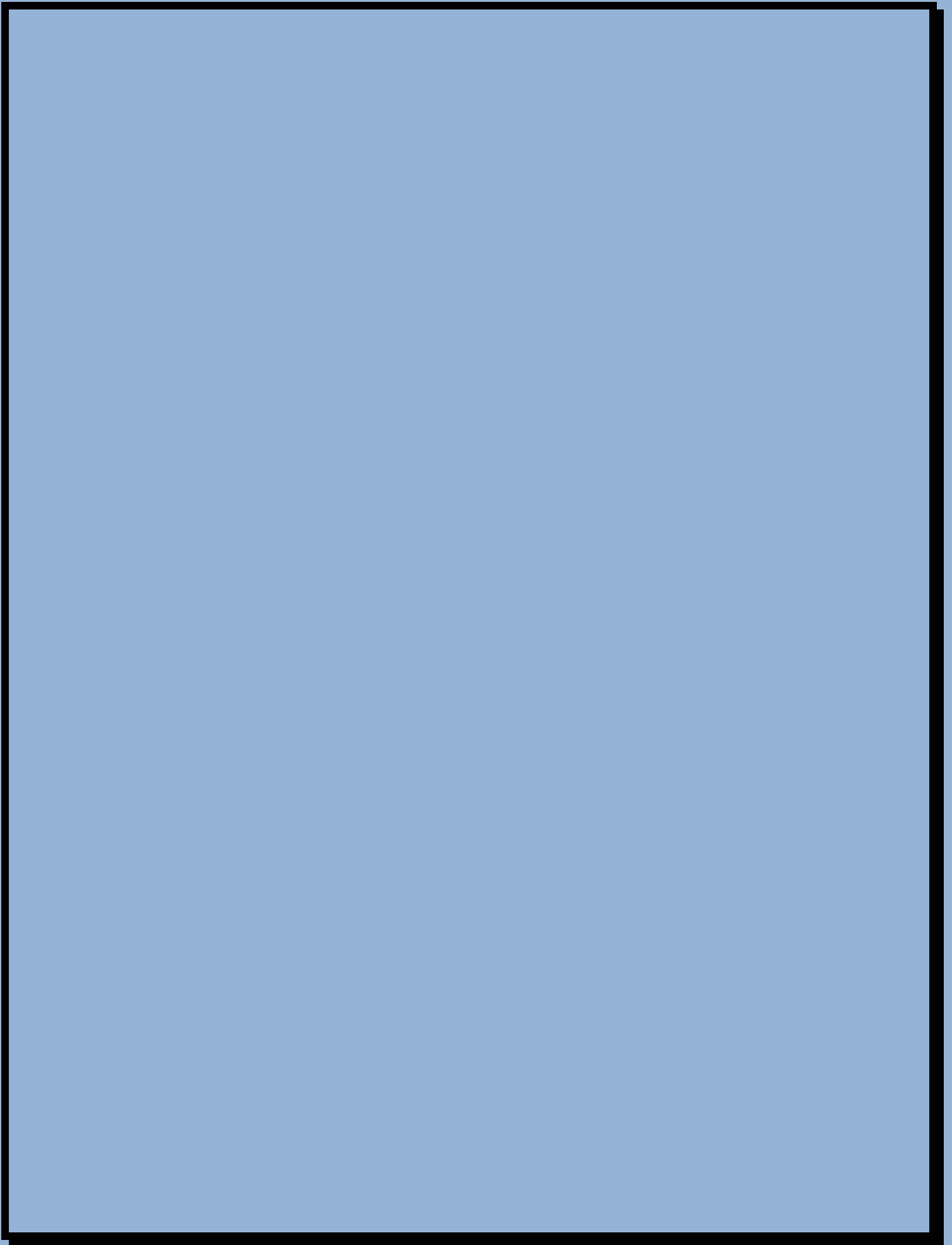
Town of Smithfield Town Council Notice of Public Hearing

Notice is hereby given that a Public Hearing will be held before the Town Council of the Town of Smithfield, N.C., on Tuesday, April 7th, 2026, at 7:00 P.M., in the Town Hall Council Chambers located at 350 East Market Street to consider the following requests:

ZA-25-04 Private Clubs in B-1 with supplementary standards: Request by the Planning Department staff and Downtown Smithfield Development Corporation (DSDC) to amend the UDO Section 6.6 Table of Uses and Activities to allow private clubs/bars in the B-1 and O/I zoning districts as a special use with supplementary standards (new section 7.47).

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.
The Johnstonian
March 25, 2026

Consent Agenda Items



The Smithfield Town Council reconvened their February 17, 2026 Town Council meeting on February 24, 2026, at 6:30 pm in the Town Hall Council Chambers to hold budget discussions. Mayor M. Andy Moore presided.

Council Members Present:

Mayor Pro Tem Sloan Stevens
Dr. Gettys Cohen, Jr., District 1
Travis Scott, District 3
Doris L. Wallace, District 4
Stephen Rabil, At-Large
John Dunn, At-Large
Roger Wood, At-Large

Council Members Absent:

Administrative Staff Present

Kimberly Pickett, Interim Town Mgr.
Elaine Andrews, Town Clerk
Tracy Stubblefield
Gary Johnson, Parks & Rec Director

Also Present:

Robert Spence, Jr., Town Attorney

Administrative Staff Absent:

CALL TO ORDER

Mayor M. Andy Moore called the meeting to order at approximately 6:30 pm.

NONPROFIT REQUESTS

Interim Town Manager Kimberly Pickett reviewed the nonprofit requests received for the FY 26-27 Town of Smithfield budget. She stated that most of the requests were for the same amount as last year. However, Partnership for Children asked for \$1,000 more, and Johnston County Public Library asked for \$2,850 more this fiscal year.

Pickett further explained that she needed to finalize the tourism budget by the end of the month so it could be submitted to the tourism board and then the county board. Pickett stated that Smithfield Downtown Development Corporation (DSDC) is requesting \$120,000 for payroll, a significant increase from last year. The increase for funding is driven largely by a request by Heidi Gilmond (DSDC Director) for an additional full-time staff position. Pickett noted that the salary for the former part-time, now full-time employee is pending any additional funding the DSDC can get in the new fiscal year. She further described ongoing discussions in which the Performing Arts Center (PAC)/historic board has asked the DSDC board to take over the PAC, which would effectively create two arms under DSDC (downtown and PAC). There will be separate funding pots and potentially shared leadership under The DSDC with the Director as the executive director and supported by additional full-time and part-time staff. Pickett relayed that tourism staff are willing to fund DSDC salary for one more year, but they are uncomfortable with the \$120,000 figure and have expressed concern about the long-term sustainability of using tourism funds for an organization whose primary mission is downtown small business development rather than tourism.

Councilman Travis Scott recalled prior discussions about using tourism funds to pay salaries for the Ava Gardner Museum and DSDC, noting this had been framed as a way to free other town funds. He referenced the previous year's proposal of \$60,000 for Ava Gardner and \$80,000 for DSDC and said the board needs a clearer picture of the total tourism funding available before committing further. Scott expressed concern about dedicating a large, recurring amount of tourism money specifically to DSDC salaries, questioned whether Smithfield is receiving a fair share of tourism resources relative to what it generates, and emphasized the need for oversight and accountability in how tourism funds are allocated and spent.

Councilman Stephen Rabil agreed with Scott's points, and mentioned that former Town Manager Mike Scott stated he would relay an accounting of what was on hand and what was spent, but those numbers were never given, so it is unknown. Interim Manager Pickett pointed out that the budgeted numbers for tourism were on the last page of the budget book. Councilman Scott stressed that they wanted to know how those funds were being allocated.

Mayor Andy Moore also agreed, regarding Tourism funds and related projects. Moore stated that the Board would like a little more visibility as the new PAC team comes on board—perhaps by way of occasional presentations to let the Board know of upcoming projects. Interim Manager Pickett stated she sits on the Tourism Board. She reported that from their last reported financials, the town's 3% tourism revenues are managed in a dedicated budget that must fund marketing for Smithfield (including billboards, website, and digital/print advertising), along with Ham and Yam and Ava Gardner Festival promotions, a \$60,000 Ava Gardner salary appropriation, DSDC capital and salary appropriations, and several special projects such as wayfinding signage, Greenway trail markings, and potential appearance commission murals, plus a small sculpture lease line item, for a total of approximately \$386,446. She added that the county's separate 2% tourism fund is used for capital projects (including a prior \$500,000 Tobs appropriation), pays tourism staff and operating costs, and supports 50/50 grant programs offered twice yearly. Pickett added that she can provide council with the latest tourism financials and documentation, or Board minutes upon request.

Councilman Sloan Stevens stated that for clarity, the ask is whether or not the Town will fund a second staff member of the DSDC, with Councilman Scott questioning whether the salary would come from the Tourism, or the Town's General Fund. Pickett agreed that this was the ask.

Councilman Travis Scott also inquired about a debt paid off for downtown, that they were responsible for paying back. Pickett noted that she would have to check into that and find out.

Councilman Sloan Stevens stated that he could see a benefit in the idea of the DSDC having more help to do an overall better job with the goal being a thriving downtown. There was some discussion regarding the DSDC Board's hiring of part-time personnel, that is now transitioning to a full-time employee without knowledge of approved future funding for the position. Mayor Moore, recognizing the already tight budget for the DSDC, questioned if the funding for personnel was taking away from funding for already budgeted projects designed to help and promote businesses downtown. It was discussed that the position was funded until June 2026.

Mayor Andy Moore stated that while the DSDC is a separate entity governed by its own board and only partnered with the town through funding, the town must still ensure accountability for the public dollars it provides. He said he does not oppose additional funding or supporting events such as fireworks, but emphasized that continued support should depend on measurable results—such as improvements in downtown business activity. Mayor Moore added that if performance is lacking, the Council should know what is going on, so performance can be re-evaluated for accountability. Moore acknowledged current downtown challenges (parking, vacancies, lighting, etc.), noted that running a downtown is inherently difficult, and suggested treating the increased funding as a trial, with a clear understanding that it will be revisited based on outcomes.

Councilman Sloan Stevens commented that DSDC Director Heidi Gilmond is very detailed and thorough in her work, and he believes having a helper or assistant is beneficial because the assistant can handle forms and administrative tasks, allowing Gilmond to focus more on larger, "big-picture" responsibilities and strategic work for downtown.

It was discussed that the salary for the new hire would be below forty thousand dollars annually. Councilman John Dunn asked if the plan was to add more people next year, with Pickett stating, yes there will be a separate Performing Arts Center (PAC) staff requirement. She stated their salaries would be predominately fund-raised salaries. Dunn asked what were fund-raisers for downtown. Pickett replied that for the Ham and Yam festival, there were sponsors and vendors, booth rentals and contests.

The Board surmised that the DSDC's \$50,000 funding increase request was the \$40,000 for the additional staff's salary and that the other \$10,000 likely included an increase in the cost for fireworks due to rise in expense, with some commenting that the fireworks were nice events.

Councilman John Dunn noted that while the additional DSDC staffing cost could be covered with tourism funds this year, it would likely have to shift back into the town's regular budget next year, so the long-term impact on the general fund needs to be considered (estimating roughly a \$35,500 part-time equivalent coming from the ordinary budget). Interim Town Manager Kim Pickett said she can speak with Gilmond about planning for next fiscal year if the \$120,000 salary level is approved, including recognizing that they cannot continue to rely on tourism capital project funds for this purpose and will need a plan for fundraising and budget management going forward.

Councilman Travis Scott asked Pickett to revisit and clarify how the proposed PAC arrangement would connect to DSDC and how funding might be allocated. Interim Town Manager Kim Pickett outlined a tentative concept under which Gilmond would serve as executive director over both DSDC and the Performing Arts Center (PAC) with separate funding structures, noting the plan is still developing and the PAC lacks a business plan. Council members voiced concerns about splitting Gilmond’s time, rising salary costs, and ensuring both DSDC and PAC receive adequate attention, while also highlighting negative social media activity and broader downtown challenges. They agreed to try the additional DSDC funding but stressed that it must be accompanied by better reporting, regular updates/financials, and clear accountability, with future support contingent on visible, measurable improvements downtown.

The Board continued its discussion on DSDC funding and accountability. Interim Manager Pickett offered to share more information regarding the organization’s activities and financials with the Board from her regular meetings with the DSDC.

Councilman John Dunn asked how much tourism funding the town has committed over the past three years, noting that it has been heavily used—yet intended for projects like the soccer complex and possibly baseball. Pickett stated that the tourism fund balance has been reduced to the required 15% minimum, with the final FY25 balance still pending audit. Dunn cautioned that continued use of tourism money for downtown development will ultimately impact the general fund (e.g., funds that could go to streets, sidewalks, or paths). The Board discussed whether to fund the additional DSDC staffing from tourism this year as a trial, with the understanding that if the town cannot support it long-term, the funding would cease and DSDC would have to address the full-time position. Members agreed this year could serve as a trial period using tourism funds, with the option not to fund it next year if results are less than desired. As part of ensuring accountability, Councilman Sloan Stevens suggested to place DSDC on the Council agenda quarterly to present updates on DSDC activities, spending, and outcomes.

Councilman Travis Scott expressed concern that the town is committing tourism funds without clearly knowing what alternative projects they might otherwise support, noting that tourism’s overall budget is about \$740,000 and this DSDC request is only one part of it. He emphasized that while the goal is to help downtown businesses, results have been limited, and compared this to the prior decision to fund additional police officers as a trial. He suggested structuring the added DSDC support in the budget as something other than a permanent salary line, so that if it is not renewed it does not appear as a direct salary cut. The Board agreed by consensus to try the increased DSDC funding for this year, to keep it in tourism as a one-year trial with a plan to revisit next year, and to rely on accountability through results rather than micromanaging DSDC. It was also confirmed that tourism has already been told this may not be an ongoing commitment.

The Council continued the discussion for nonprofit funding, with it being a consensus that a small increase in funding requested by the library (\$2,850) and Partnership for Children (\$1,000) were agreed upon.

The Board discussed school funding, with Pickett noting that last year the Town gave \$1,500 to each school within the Town’s limits, and also to Wilsons Mills Elementary. It was discussed that ALA and Wilsons Mills Elementary was not on the list for funding for FY 2026-27, leaving a total of eight schools who may receive the \$1,500 allocation each.

There being no further discussion, Councilman Roger Wood made a motion, seconded by Councilman John Dunn to adjourn the budget meeting at approximately 7:32 p.m. Unanimously approved.

M. Andy Moore, Mayor

ATTEST:

Elaine Andrews, Town Clerk

The Smithfield Town Council met on Tuesday, March 3, 2026 at 7:00 pm in the Council Chambers of the Smithfield Town Hall, Mayor M. Andy Moore presided.

Council Members Present:

Mayor Pro Tem Sloan Stevens
Dr. Gettys Cohen, Jr., District 1
Doris L. Wallace, District 4
Stephen Rabil, At-Large
John Dunn, At-Large
Roger Wood, At-Large

Council Members Absent:

Travis Scott, District 3

Administrative Staff Present

Kimberly Pickett, Interim Town Mgr.
Elaine Andrews, Town Clerk
Tracy Stubblefield
Jeremey Daughtry, Fire Chief
Pete Hedrick, Chief of Police
Gary Johnson, Parks & Rec Director
Shannan Parrish, HR Director
Planning Director, Brent Reck
Planner I, Micah Woodard
Ted Credle, Public Utilities Director
Lawrence Davis, Public Works 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 former Town of Smithfield Mayor, Daniel Evans, followed by the Pledge of Allegiance.

APPROVAL OF AGENDA:

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

Add to Presentations Item No. 2:

- *Market Street Task Force Presentation*

PRESENTATIONS:

1. Administering the Oath of Office to Six Police Officers

Mayor M. Andy Moore invited all new officers to the front of the Council Chambers, where he allowed each officer the opportunity to state their name and position for the record prior to administering their ceremonial oaths of office. Officer Jamie Logan Hughes, Officer Zachary Perry, Officer Kyle Corry, Master Patrol Officer Shayna Cox, and Officer Alysha Jones were present to take their oath. Mayor Moore administered the Oath of Office, and he thanked the officers and their family members in support.

2. Market Street Task Force Update

Mayor Andy Moore began the discussion by thanking the volunteer members of the Market Street Task Force (business owners and property owners) for their valuable input. He asked them to stand to be recognized.

Interim Town Manager Kim Pickett addressed the Council to present the update. She provided some history of events as per her arrival in July 2025, and leading up to the establishment of the task force—and its discussions in a detailed PowerPoint presentation to the Council.

Pickett's historical overview of Market Street Task Force discussions since July 2025 focused on safety, sidewalks, curb ramps, and repaving from US 301 to Front Street Bridge:

Pickett outlined the following:

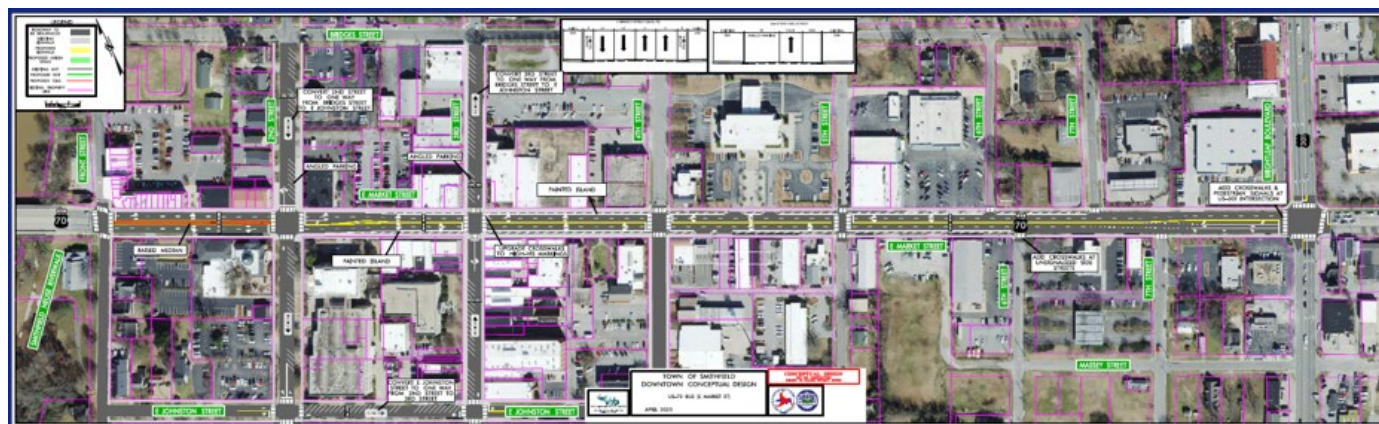
- **Oct 16, 2025:** NCDOT presents long-term project; indicates months to approval and a future joint press release with the town.
- **Nov 13 & 17, 2025:** Former Manager Mike Scott informed that on-street parking on Market Street will be closed starting late November/early December; work to include barricades, reconstruction, repaving, restriping.
- Mayor Moore sends letter to Division 4 Engineer Matt Clark opposing full parking removal and requesting alternatives (alternating-side parking, targeted adjustments) to protect downtown businesses.
- **Nov 18–21, 2025:**
 - NCDOT issues its own press release (not joint with town).
 - Senator Benton Sawrey echoes concern about economic harm during peak season.
 - Clark says NCDOT is open to options to reduce economic impact and improve off-Market Street parking, with change requests due by Jan 26, 2026.
- **Dec 2 & Dec 17, 2025; Jan 6, 2026:**
 - NCDOT agrees to delay work until after Christmas.
 - Council requests 90-day extension and creation of a task force.
 - Resolution 793 formally creates the Market Street Task Force.
- **Jan 9, 2026:** NCDOT states it will still remove Market Street parking but will work with the task force for 45 days on alternatives and a permanent solution.
- Task Force proposals (all rejected by NCDOT):
 - South-side-only parking (concerns about trucks hitting north-side awnings).
 - North-side-only parking with no south-side parking (didn't preserve required 11-ft lanes on Market Street).
 - Two eastbound / one westbound lane configuration on Market Street (NCDOT said it would cause backups given traffic volumes).
 - Final Gandolf proposal for 11 on-street spaces (Guardian ad Litem to Jules), leaving 10'8" lanes (rejected; NCDOT insisted on full 11-ft lanes).

Pickett displayed the final NCDOT concept (below), which represents:

- One-way pairs on 2nd and 3rd Streets with multiple travel lanes on Market Street.
- Angled parking and one-way eastbound on Johnston Street between 2nd and 3rd.
- Market Street maintained as a multi-lane corridor with no on-street parking, keeping existing turn lanes at US 301 and 2nd Street.

Pickett's presentation has been incorporated into the official records of the Town of Smithfield.

Interim Manager Pickett displayed the final parking plan as suggested by NCDOT:



Interim Town Manager Kim Pickett further outlined concerns and findings of the Task Force as follows, stating that with Market Street redesigned as a wide, straight, uninterrupted multi-lane corridor, traffic will naturally speed up and the

street will feel like a pass-through route, not a downtown destination.

Risks/Concerns:

- Street design that drives behavior:
 - Wide, open lanes that drivers may treat it like a highway.
 - Side streets that “read” as 3-way routes drivers will use them that way.

Positive Outlook:

Pickett outlined the need for a positive outlook and intentional placemaking for Smithfield’s Downtown. She noted that the town must visually and functionally signal that downtown Smithfield is:

- A shared pedestrian–vehicle space.
- A hub of business activity, not a high-speed corridor.
- Reframing the situation as an opportunity:
 - “Take this negative and turn it into a positive” by building a distinct downtown identity that:
 - Improves traffic flow.
 - Makes visiting and parking easier to understand.
 - Stimulates business growth and investment.
 - Activates underused parts of downtown.

Pickett introduced the Task Force’s Campaign concept of – “Keep Downtown Moving”:

- Tagline: “More ways to park, same great downtown.”
- Emphasizes that while Market Street loses parking, new angled parking and routes on 2nd, 3rd, and Johnston County’s public lots will still support easy access.
- One-way streets are framed as helping reduce congestion, improve safety, simplify navigation, and support downtown goals.
- Parking and access strategy:
 - Leverage existing on-street parking (e.g., 4th Street) and public lots (Town Hall, county facilities, library, courthouse area, First Baptist Church, etc.).
 - Ensure lots are well-lit and clearly signed for safe nighttime use.
 - Consider metered parking near the courthouse to increase turnover and keep prime spaces available for customers.
- Physical/visual design tools (streetscaping):
 - Add planters, greenery, vertical elements, trees, lighting, and pedestrian amenities to create “edge friction” and visually slow traffic.
 - Clear signage and wayfinding to show that this is a special downtown place, not just a road.
 - Encourage businesses to activate storefront edges with outdoor seating, displays, planters, etc., which:
 - Increase foot traffic.
 - Improve safety via “eyes on the street.”
 - Make downtown feel more alive.
- Messaging priorities:
 - “Safety is priority number one” while also maintaining accessibility.
 - Stress that walkability does not mean losing access; it’s about better designed access.
 - Slogans and themes:
 - “Park walk shop Smithfield – explore more, worry less.”
 - “Park once, enjoy the walk.”
 - “Keep downtown moving. Park, walk Smithfield and Smithfield strong.”
- Communications and marketing tools:
 - Work with Johnston County Tourism and DSDC to:
 - Create “where to park” maps showing lot locations and walking-time bubbles to key destinations.

- Produce visual maps, videos, and social media content explaining new parking and walking routes—and encouraging drivers to drive slower and watch for pedestrians.
 - Use signage and painted routes to guide people from parking to shops.
 - Feature stories/testimonials from shop owners and longtime patrons about the value of downtown accessibility.
 - Encouragement through social media and other outlets to park/walk downtown Smithfield to shop local, dine local and keep our downtown strong.
- Overall message from Pickett:
 - The town does not have a choice about NCDOT’s basic Market Street changes, including loss of on-street parking on Market Street.
 - The task force’s role is to accept that constraint and maximize positives: redesign streets for safety, pursue DOT and grant funding, and use design along with messaging to support, protect and grow downtown business activity.

Pickett asked former Town Mayor, and Market Street Task Force member Daniel Evans if there were any comments he wished to add.

Former Mayor Daniel Evans thanked the council for hearing and accepting the Task Force’s proposal, acknowledging that the task force started from what he describes as a “bitter beginning” and quickly realized this would be an extreme challenge without an obvious positive ending. He emphasizes that members devoted hundreds of hours to solution-oriented meetings, data gathering, and brainstorming—using both a smaller front-line group and a larger task force—because downtown Market Street is, in his words, the core and very center of Smithfield. Evans recalls when downtown was a vibrant place where families routinely walked, shopped, and spent time, and says the aim of the current “solutionary” work is to recreate that sense of vibrancy despite the reality that on-street parking on Market Street itself will be lost. Parking, he notes, will remain on side streets and in designated lots, and the challenge now is to “twist” this into a positive outcome through design and streetscaping—making downtown attractive enough that people still want to come, walk, and patronize local businesses.

Evans noted that the challenge starts tonight with a Resolution. Addressing skepticism about why the town should approve a resolution under such constraints, Evans argues that the council should support it because it opens the door to making Smithfield “bigger and better than ever,” particularly through the streetscaping and identity-building elements described in the second part of the presentation. He urges the council to think beyond just three blocks and to begin long-term budgeting and planning for the entire downtown, recognizing that this cannot be fixed in a day or a month but can be advanced incrementally over time. Evans also highlights the importance of community involvement, citing contributors like Clayton Narron, who created overlay concepts quickly and without charge despite personal challenges, as evidence of broad community commitment. Evans recommended the Board support their Resolution. He closes by expressing cautious hope that some on-street parking—perhaps 11 spaces—might one day return to Market Street, admitting he does not expect it but insisting he is not giving up on advocating for that outcome with decision-makers.

Interim Town Manager Kim Pickett stated that she had a draft resolution ready, noting it includes contingencies allowing the town to approve the portions of the plan affecting town streets while preserving the ability to nullify the resolution and revisit the plan if DOT’s position changes based on further advocacy (e.g., by Mr. Gandolf).

She received permission from Mayor M. Andy Moore to read the resolution aloud for the record.

Mayor Andy Moore asked if there were any questions from the Council. There were none.

Pam Lampe, of 415 N. 2nd Street criticized the town for addressing the one-way pair proposals without it being on the published agenda, calling it a lack of transparency and saying she is shocked they are voting on it. She opposes converting the streets to one-way pairs on Second and Third Streets, as well as adding angled parking. Lampe stated that one-way streets are generally being removed elsewhere. She also recalls NC DOT previously suggesting the town could take over Market Street so it could be redesigned locally, and she urges considering that instead. She stated angled parking would be dangerous and cause backups near the courthouse and library. She questioned the Town’s ownership of Second and Third Streets relative to parking control and questioned how many parking spaces would actually be net-gained by making the streets one-way.

Interim Manager Kim Pickett clarifies that the town owns Second Street and South Third Street but not North Third, which is owned by NCDOT and expected to become one-way regardless of the town's actions. She explains that, in any case, the town will not gain parking spaces and is actually losing 98 spaces as stated in the resolution. She adds that while there was past discussion about the town taking over Market Street, that is not possible because it is a federal highway; similarly, NCDOT will not allow parking on one side of Market Street, so there will be no parking on Market Street at all.

Mayor Andy Moore directed that the Resolution be clarified for description in paragraph two to indicate that the one-way pair would be from Johnston Street to Bridge Street, although understood.

Mayor Pro Tem Sloan Stevens made a motion, seconded by Councilwoman Doris Wallace to approve Resolution 800 (03-2026) providing the conditional approval of proposed downtown traffic modifications by the North Carolina Department of Transportation. Unanimously approved.

**RESOLUTION 800 (03-2026) OF THE TOWN COUNCIL
THE TOWN OF SMITHFIELD, NORTH CAROLINA
PROVIDING CONDITIONAL APPROVAL OF PROPOSED DOWNTOWN TRAFFIC MODIFICATIONS BY
THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION**

WHEREAS, the North Carolina Department of Transportation (NCDOT) has presented a conceptual plan proposing removal of on-street parking along Market Street; and

WHEREAS, the proposed plan includes the conversion of North and South 3rd Street, from Bridge Street to Johnston Street, to a one-way northbound pair with angled parking, the conversion of North and South 2nd Street, from Bridge Street to Johnston Street, to a one-way southbound pair with angled parking, and the conversion of Johnston Street between 2nd and 3rd Street to a one-way eastbound with angled parking; and

WHEREAS, the Town Council has reviewed the proposed plan and finds that its implementation would result in a net loss of approximately ninety-eight (98) existing on-street parking spaces within the downtown core; and

WHEREAS, the Town Council recognizes that on-street parking is a critical component of downtown economic vitality, supporting local businesses, facilitating short-term visits, and contributing to a walkable and accessible downtown environment; and

WHEREAS, the Town Council find that the loss of ninety-eight (98) parking spaces may have adverse economic impacts on downtown businesses, employees, residents, and visitors, particularly during peak hours and special events, and

WHEREAS, the Town Council acknowledges the potential traffic flow and safety benefits of the proposed changes, but determines that such benefits must be carefully balanced against the documented parking loss and potential economic impacts; and

WHEREAS, the Town Council further finds that transportation alternatives or design modifications may be identified in the future that could better balance traffic operations, parking availability, pedestrian safety, and economic vitality;

WHEREAS, the NCDOT roadway portion is currently funded, and the Town will partner with NCDOT to obtain funding for the Town maintained roadways.

NOW, THEREFORE, BE IT RESOLVED, by Mayor M. Andy Moore and members of the Town Council of the Town of Smithfield, North Carolina, hereby conditionally approves NCDOT's proposed downtown traffic configuration, subject to the following conditions outlined by the appointed Task Force:

1. That NCDOT and the Town partners to incorporate streetscaping enhancements to the greatest extent practicable, including street trees, planters, landscaping, lighting, and pedestrian amenities.
2. That edge line striping, crosswalk painting, and pedestrian safety markings be enhanced and clearing defined throughout the affected corridors.

3. That angled parking on North and South 3rd and 2nd Streets, as well as Johnston Street, be maximized where it is feasible to partially offset the documented loss of ninety-eight (98) on-street parking spaces.
4. That continued coordination occurs between NCDOT, Town Staff and Task Force prior to final design approval.
5. That this resolution does not constitute final acceptance of construction plans and may be revisited should parking impacts, economic conditions, or design elements materially change.
6. That the Town Council expressly reserves that right to withdraw, amend, or modify this conditional approval if an alternative solution, revised design, or different traffic configuration is proposed at a later date that the Town Council determines better serves the public interest.
7. That final design plans, including but not limited to lane configurations, parking layouts, streetscaping elements, pavement markings, and signage, shall be subject to review and final approval by the Town of Smithfield Council for all Town Maintained roadways prior to implementation.

BE IT FURTHER RESOLVED, that this conditional approval reflects the Town Council's intent to cooperate with NCDOT while formally documenting the Town's concerns regarding parking loss, economic impacts, and the need for appropriate mitigation, and does not waive the Town's authority to require final design approval on Town maintained roadways or to reconsider its position as additional information or alternatives become available.

Adopted this 3rd day of March, 2026.

Mayor Andy Moore thanks the task force and committee for their extensive work and acknowledges citizen concerns about the loss of downtown parking, emphasizing that the issue has been discussed for about a year in meetings and the media. He notes that Market Street parking removal has consistently been presented by NCDOT as a done decision, despite repeated efforts by the town, legislators, and DOT officials to find alternatives. He stresses that the adopted resolution is a conditional step that does not bind the town to a final plan, but is part of trying to make the best of an imposed loss of parking while remaining open to any new alternatives that might emerge. He again expressed appreciation for the efforts of the committee, who he stated "took it and ran with it"—while noting the issue is still being pressed to do what we can.

PUBLIC HEARINGS:

- 1. Comprehensive Map Plan Update Request – CA-25-01:** Staff respectfully requests continuation of the public hearing originally opened at the February 17, 2026 Town Council meeting. Staff proposes amendments to the Town's Comprehensive Growth Plan and a minor update to the Pedestrian Plan.

Councilman Roger Wood made a motion, seconded by Councilwoman Doris Wallace to open the public hearing. Unanimously approved.

Planner I Micah Woodard addressed the Council presenting an overview of proposed map amendments to the Comprehensive Growth Management Plan, noting an increase in rezonings, annexations, and newly available sewer infrastructure that were not anticipated in the 2019 Town Plan. The amendments reflect coordination among Public Utilities, Planning, the Planning Board, Parks and Recreation, and the Interim Town Manager. Woodard presented a breakdown of four maps per every area (Areas 1-4) in town and presented proposed amendments for guided growth. The first map presented per area is what is current in the Town's Growth Plan, the second map is what was put together and proposed to the Planning Board initially, the third map is the consensus of Staff and the Planning Board, and the fourth map per every area is the final draft for that area. Woodard outlined the following recommendations for each area:

Area 1, staff recommended expanding industrial and employment uses in West Smithfield due to existing development, access to US 70 Business and future I-42, and the County's sewer policy supporting industrial growth, while also identifying select areas for medium-density residential near new sewer infrastructure.

There was some discussion regarding the various maps and final proposals. Councilwoman Doris Wallace asked if the Planning Board had seen the maps and given approval, with Woodard stating yes. Mayor Moore

clarified the printing of the word septic on staff's slide, noting the town is not encouraging any development that does not utilize the Town's sewer system. Woodard agreed. It was also noted that areas that were initially envisioned for septic-based, low-density residential growth are now being reconsidered as more appropriate for industrial uses supported by town utilities, recognizing the county's sewer issues along our ETJ. It was pointed out that the town's sewer lines currently stop at Barbour Road along that corridor and that utility and feasibility assumptions have evolved with new infrastructure.

Area 2, the extension of sewer associated with the Bellamy Subdivision supports a transition to medium-density residential, with Planning Board consensus to maintain low-density areas north of Poplar Creek and increase to medium density south along Barbour Road.

Area 3, the *staff proposed* reconfiguring the mixed-use and industrial designations around Buffalo Road near the future I-42 interchange and office/residential areas to the south to better accommodate employment growth, which the Planning Board generally supported with adjustments. It was noted that the area in this map that is southeast of area two development will not stay medium density, but will be low density development (referenced in yellow on the map).

There was some discussion regarding the proposed zoning maps, with it being noted that the maps are non-binding as any official zoning changes must come before the town council for approval. It was also discussed that having a plan in place to guide future land use encourages opportunity for site certification by the state for future developments.

Area 4, east of I-95, new sewer availability associated with Mallard Crossing prompted recommendations for expanded industrial, mixed-use, and residential designations, largely consistent with staff's proposal. The Planning Board reached consensus on all areas following multiple meetings. Staff recommended approval of Comprehensive Plan Amendment CA-25-01 and a minor update to the Town Pedestrian Plan.

Mayor Moore questioned why there was not a plan for more mixed-use type development for the area, given the residential developments and government offices that are potentially bringing a concentration of people to the area. Mayor Moore stated this should be considered. Woodard agreed this should be considered, but a little at a time—noting the proposal was the middle ground point reached by Planning and staff.

Planner I Micah Woodard stated the last item for amendment was for a change in the current pedestrian plan. It guides proposed sidewalks, existing sidewalks, proposed multi-use paths and the current Greenway. Woodard stated this was the area near the turnoff toward Brogden Road towards Princeton. He explained that the current plan shows a proposed multi-use path on the western side of the road and a proposed sidewalk on the eastern side, but NC DOT has requested that these be switched. Attorney Bob Spence emphasized that this change to provide access to the Neuse River bottom.

Woodard reiterated that this change is minor, does not remove any pedestrian facilities, and only rearranges their alignment. It was also clarified that these are proposed projects—not yet funded or scheduled and could be implemented in the future if the town secures grant funding.

Mayor Moore asked if there were any additional questions for staff from the Board. There were none. He asked if there was anyone in the audience who wished to speak on the matter.

Antoine Williams of 1092 Broadway Street asked for clarification for what the multi-purpose path was. Planner I Micah Woodard replied for biking or walking.

Mark Lane, of the ETJ area of Smithfield, and the Planning Board Chairman referred to the map and explained that the planning board had previously designated a particular area as mixed use because they intended to keep the entire area together under that category, especially given the nearby proposed county project. He noted that they had not realized at the time that part of the area was a site-certified industrial site, and that this new information clarified why the earlier planning director may not have wanted to include it in the same way. Lane indicated that, with the updated understanding, he believes the map should be adjusted so the land use designations more accurately reflect both the industrial status and the planning board's original intent for mixed-use development.

Micah Woodard incorporated copies of maps, and staff reporting information into the record, and it was presented to the Town Council as part of their March 3, 2026 agenda packets.

Councilman Stephen Rabil made a motion, seconded by Councilman Gettys Cohen, Jr. to close the public hearing. Unanimously approved.

There was some discussion clarifying mixed uses and commercial development, with mixed use being described as *a blend of residential and commercial and office uses within a single project*. Commercial development was stated as *high to medium intensity commercial uses and centers potentially larger multi-family residential may be appropriate on a redevelopment site, civic and institutional uses may be accommodated but are not necessarily encouraged*.

Planning Director Micah Woodard asked for clarification on how Council wanted to adjust the map, confirming the specific boundary where the red line (representing a proposed street) should be extended due east and noting that the red lines are only for context as proposed streets, including the new connector to Mallard Rd. The Board gave input on exactly where to draw the hard boundary. Mayor Andy Moore emphasized that the town has very few areas within its corporate limits suitable for concentrated commercial development, noting growing interest from higher-end retailers and grocery stores that currently have “nowhere to go.” He further added that while the intent is not to create a large metropolitan area, the town must begin planning key corridors and major areas to accommodate future commercial opportunities in response to ongoing and planned residential growth.

Mayor Pro Tem Sloan Stevens made a motion, seconded by Dr. Gettys Cohen, Jr. to recommend approval of the Comprehensive Growth Plan Amendment CA-25-01, and subsequent minor change to the Town Pedestrian Plan with the following changes to areas of interest. Unanimously approved:

- *Area of Interest 4, Highway 70 Business East at Hill Road be changed to Commercial Use*
- *Area of Interest 3, the South Side of Buffalo Road, to use the Staff proposed map with mixed use to the North and Industrial use to the South.*

CITIZENS' COMMENTS:

- Tomeka Fuller of 517 N. Bright Leaf Blvd addressed the Council, reminding them that March is National Nutrition Month. The Health Department offers free educational classes regarding nutrition, heart disease and healthy eating on a budget. She also stated they offer hybrid Narcan training for anyone interested. She also stated she had a frequently asked questions flyer related to the measles outbreak.
- Heidi Gilmond, Director of Smithfield's Downtown Development Corporation, discussed Ham & Yam Festival Planning and events. She gave an update on the upcoming *40th Ham & Yam Festival*, noting there will be three stages of live entertainment beginning at 10:00 a.m. with a free Sister Hazel concert, an expanded car show, an antique tractor show, pig races, children's activity zones, and the Hog Trot and Tater Stampede 5K. She highlighted new features including a sweet potato cooking exposition, a hog calling competition, new mascots (Hammy T. Biscuit and Sweet Potato Cassie) with life-size statues to be carved at the event, strong participation in related art contests, approximately 250+ vendors, and a \$20 raffle for a handmade quilt made from past festival T-shirts.

CONSENT AGENDA ITEMS:

Councilman John Dunn made a motion, seconded by Councilwoman Doris Wallace to approve the consent agenda as submitted. Unanimously approved.

1. Approval of Minutes:

- a. January 20, 2026 – Closed Session (Under Separate Cover)

- b. February 3, 2026 – Regular Session
- c. February 3, 2026 – Closed Session (Under Separate Cover)

2. **Temporary Use Permit – Skulls & Shamrocks Event:** Bulldog’s Harley Davidson is requesting approval to conduct an event at 1043 Outlet Center Drive on March 14, 2026 from 11:00 am until 4:00 pm with amplified sound from 12:00pm until 3:00pm. A food and beer truck will also be on site.
3. **Temporary Use Permit – File & Ride Event:** Bulldog’s Harley Davidson is requesting approval to conduct an event at 1043 Outlet Center Drive on March 21, 2026 from 8:00 am until 4:00 pm. A food and beer truck will also be on site.
4. **Temporary Use Permit – Throttle & Tacos Event:** Bulldog’s Harley Davidson is requesting approval to conduct an event at 1043 Outlet Center Drive on March 14, 2026 from 11:00 am until 4:00 pm. A food and beer truck will also be on site.
5. **Temporary Use Permit – River Jam Concert Series:** The Parks and Recreation Department requests approval to conduct the River Jam Concert Series at 150 S. Front Street on March 27, April 24, May 15, and June 12 with amplified sound from 3:00 pm to 10:00 pm Road closure of South Front Street is requested. Food and alcoholic beverages will be sold during the events.
6. **Application for Adopt-A-Street on Outlet Center Drive:** Bulldog Harley-Davidson requests approval to participate in the Town’s Adopt-A-Street Program by adopting a portion of Outlet Center Drive, extending from the Selma Town limits to the roundabout.
7. **Consideration and request for approval of various Budget Amendments for the Police Department, Fire Department and Parks and Recreation Department**

Acct #	Description	Decrease	Increase
Revenues:			
10-10-3900-3900-0770	Insurance Proceeds	-	1,748
Expenditures: Police			
10-20-5100-5300-3100	Vehicle Supplies/Maint	-	1,748
Check:		<u>Decrease</u>	<u>Increase</u>
Revenues		-	1,748
Expenditures		-	1,748
Totals		-	-
Check Figure			-
Acct #	Description	Decrease	Increase
Revenues:			
10-00-3900-3900-0000	Fund Balance Appropriation	-	14,558

Expenditures: Fire			
10-20-5300-5300-3100	Vehicle Supplies/Maint	-	14,558
Check:		<u>Decrease</u>	<u>Increase</u>
Revenues		-	14,558
Expenditures		-	14,558
Totals		-	-
Check Figure			-
Acct #	Description	Decrease	Increase
Revenues:			
10-10-3900-3900-0770	Insurance Proceeds	-	2,849
Expenditures: Parks & Recreation			
10-60-6200-5300-3100	Vehicle Supplies/Maint	-	2,849
Check:		<u>Decrease</u>	<u>Increase</u>
Revenues		-	2,849
Expenditures		-	2,849
Totals		-	-
Check Figure			-

8. **Consideration and request for approval to award a bid in the amount of \$5,280.00 to Clegg’s Pest Control for pest control services for eleven (11) Town buildings and to authorize the Interim Town Manager to execute the service agreement**

9. **Consideration and request for approval to purchase a UTV and skid unit to replace a damaged UTV in the amount of \$44,670.61**

10. **New Hire Report**

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>
Finance Director	Finance	10-10-4200-5100-0200 30-71-7220-5100-0200 31-72-7230-5100-0200	\$125,008.00/yr.
Planning Director	Planning	10-10-4900-5100-0200	\$99,507.20/yr.
Deputy Police Chief	Police	10-20-5100-5100-0200	\$113,110.40/yr.
Police Officer (SRO)	Police	10-20-5100-5100-0200	\$61,221.68/yr
Waste Water Systems Tech	PU – W/S	30-71-7220-5100-0200	\$53,497.60/yr

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>
Firefighter (1 position)	Fire	10-20-5300-5100-0200
Facility Maintenance Worker	Appearance	10-30-5600-5100-0700
*Sanitation Equipment Operator (2 positions)	PW – Sanitation	10-40-5800-5100-0200
Utility Line Mechanic (2 positions)	PU – W/S	30-71-7220-5100-0200

* Vacancy due to retirement

Note – Only 1 Sanitation Equipment Operator Vacancy is due to retirement

BUSINESS ITEMS:

1. Consideration and request for approval to rename a section of Dogwood Street to Oak Street

Interim Town Manager Kim Pickett addressed the Council regarding the correction of a street name where a portion of Oak Street had been incorrectly signed and mapped as Dogwood Street. She explained that a citizen, Stephanie Avery made several requests to change the name of the street. Staff researched the history of the street, and found deed records from 1969 through 2017 consistently refer to the street as Oak Street. Pickett stated that it appears the Oak Street sign was removed years ago and mistakenly reinstalled as Dogwood, after which GIS and other records gradually followed the error. She recommended restoring the correct name by reinstalling an Oak Street sign making it a through street as it was originally (at an estimated cost of \$50), and coordinating with communications and public safety agencies to update GIS and mapping systems, noting that no existing addresses or parcels would be affected and all relevant departments support the change.

Dr. Gettys Cohen, Jr. made a motion, seconded by Councilwoman Doris Wallace to change the street name. Unanimously approved.

Pickett commended the expediency of Town Staff, who already had the sign ready to install. Dr. Getty’s Cohen, Jr. recognized members of the neighborhood who were in attendance at the meeting and thanked them for coming.

COUNCILMEMBER COMMENTS:

There were no Councilmember comments made at this point during the meeting.

TOWN MANAGER'S REPORT:

Interim Town Manager Pickett recognized the two new members of Town Staff, Tracy Stubblefield, Finance Director, and Brent Reck, the new Planning Director. She also mentioned the Easter Egg hunt at Gertrude B. Johnson Park, headed up by Councilwoman Doris Wallace.

Adjourn:

Councilwoman Doris Wallace made a motion, seconded by Councilman Gettys Cohen, Jr. to adjourn the meeting at approximately 8:55 p.m. Unanimously approved.

M. Andy Moore, Mayor

ATTEST:

Elaine Andrews, Town Clerk



Request for Town Council Action

**Consent
Agenda
Item:** Unsealing
of Minutes
Date: 04/07/2026

Subject: Unsealing of Closed Session Minutes
Department: General Government
Presented by: Town Clerk – Elaine Andrews
Presentation: Consent Agenda Item

Issue Statement

In accordance with NC G.S. 143-318.10 (e), staff has reviewed and determined that five sets of Closed Session Meeting Minutes can now be unsealed.

Financial Impact

There would be no financial impact

Action Needed

Approval or denial of the unsealing of the Closed Session Minutes as listed in the staff report.

Recommendation

Approve the unsealing of Closed Session minutes as outlined

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Copies of Minutes (Under a separate cover)



Staff Report

Consent Unsealing
Agenda of Minutes
Item:

North Carolina General Statute 143-318.10 **All official meetings of the public bodies open to the public** states the following:

(e) Every public body shall keep full and accurate minutes of all official meetings, including any closed sessions held pursuant to G.S. 143-318.11. Such minutes may be in written form or, at the option of the public body, may be in the form of sound or video and sound recordings. When a public body meets in closed session, it shall keep a general account of the closed session so that a person not in attendance would have a reasonable understanding of what transpired. Such accounts may be a written narrative, or video or audio recordings. Such minutes and accounts shall be public records within the meaning of the Public Records Law, G.S. 132-1 et seq.; provided, however, that minutes or an account of a closed session conducted in compliance with G.S. 143-318.11 may be withheld from public inspection so long as public inspection would frustrate the purpose of a closed session.

Based on staff review, the following closed session meeting minutes, prepared by Town Clerk Elaine Andrews, have been determined eligible for release and may be unsealed:

- March 13, 2025
- March 18, 2025
- April 1, 2025
- September 16, 2025
- October 7, 2025



Request for Town Council Action

Consent Agenda Item: Amendment
Date: 04/07/2026

Subject: Amendment 1 of Declaration of Covenants, Conditions of Easements, & Restrictions for West Smithfield Business Park

Department: Attorney
Presented by: Town Attorney - Bob Spence
Presentation: Consent Agenda Item

Issue Statement

Staff respectfully requests the approval of the amendment to the existing Declaration of Covenants, conditions of easements, and restrictions for West Smithfield Business Park with SST Properties LLC.

Financial Impact

None

Action Needed

Council to approve or deny

Recommendation

Staff recommends approval

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Copy of Agreement



Staff Report

**Consent Amendment
Agenda
Item**

SST Properties LLC, the Declarant of the West Smithfield Business Park, has submitted a First Amendment to the existing Declaration of Covenants, Conditions, Easements, and Restrictions recorded in 2021. The Declaration governs development standards and property use within the business park.

The proposed amendment would (1) incorporate additional property into the existing Declaration and (2) establish a nonexclusive, perpetual road easement across a portion of a newly added property. The easement is intended to accommodate a future connector road to support access, circulation, and continued development within the business park.

AFTER RECORDING, RETURN TO:

Maynard Nexsen PC
c/o Brian T. Pearce
800 Green Valley Road, Suite 500
Greensboro, NC 27408

**FIRST AMENDMENT TO THE DECLARATION OF COVENANTS, CONDITIONS, EASEMENTS,
AND RESTRICTIONS FOR THE WEST SMITHFIELD BUSINESS PARK**

This First Amendment (this "Amendment") to the DECLARATION OF COVENANTS, CONDITIONS, EASEMENTS, AND RESTRICTIONS FOR THE WEST SMITHFIELD BUSINESS PARK is made as of the ____ day of _____, 2025 by SST PROPERTIES LLC, a North Carolina limited liability company ("Declarant").

RECITALS

WHEREAS, ASP Smithfield, LLC, a North Carolina limited liability company, and Declarant subjected certain property owned by such entities, which property is shown on the plat recorded in Plat Book 93, Page 241 of the Johnston County Registry (the "Property") to that certain Declaration of Covenants, Conditions, Easements, and Restrictions for the West Smithfield Business Park (the "Declaration"), which Declaration was recorded on May 14, 2021 in Book 5931, Page 859 of the Johnston County Registry. Capitalized terms used but not defined herein will have the meanings given to them in the Declaration;

WHEREAS, Article II, Section 3 of the Declaration provides that Declarant may subject additional real estate to the Declaration upon the filing of an amended or supplemental declaration;

WHEREAS, Declarant owns additional real estate that Declarant desires to subject to the Declaration, which additional real estate is more specifically described on “Exhibit A” attached hereto and incorporated herein by reference (the “Additional Property”);

WHEREAS, Article XII of the Declaration provides that prior to May 1, 2041 or such later time as Declarant no longer owns any of the land (excluding Common Property but including Additions) subject to this Declaration, the Declaration may be modified or amended by Filed supplementary or amended declarations signed by Declarant without the vote or joinder of any other Owner; and

WHEREAS, Declarant intends to amend the Declaration in order to reserve an easement over a portion of the Additional Property for the purposes of constructing a future road to be used on such Additional Property.

NOW, THEREFORE, the Declarant, as permitted by the Declaration, does hereby amend the Declaration as more fully set forth herein:

1. The Recitals stated above are incorporated herein by reference in their entirety.
2. Capitalized terms in this Amendment not otherwise defined herein shall have the same meaning as provided in the Declaration.
3. Pursuant to Article II, Section 3 of the Declaration, the Additional Property, as described on Exhibit “A” attached hereto and incorporated herein by reference is hereby subjected to the Declaration.
4. Article XIV of the Declaration is hereby supplemented with a new Section 5 that provides as follows:

Section 5. Road Easement. Declarant, for the Property, hereby reserves and conveys for use by Declarant, each of the Owners of the Lots, or any portion thereof, and the Association and their respective tenants, subtenants, licensees, and each of their respective employees, agents, independent contractors, customers, and invitees, a nonexclusive perpetual easement (the “Road Easement”) on that part of the Property described on Exhibit “B” and shown on Exhibit “C” to the First Amendment to Declaration of Covenants, Conditions, Easements, and Restrictions for the West Smithfield Business Park (the “Road Easement Area”) for the purposes of the construction of a road (the “Connector Road”) to extend from _____ Road to the property line of Johnston County Tax Parcel 15078199V, which Connector Road, when constructed, may be used for unlimited vehicular and pedestrian access, ingress, egress, and regress. Declarant shall construct the Connector Road at such time as Declarant or any Owner develops the part of the Property that is immediately adjacent to the east of the Easement Area. Following the construction of the Connector Road, Declarant shall maintain and repair the Connector Road in a state of good condition and repair comparable to public streets and roadways maintained by the City of Smithfield, North Carolina serving commercial areas within the vicinity of the Industrial Park. Upon completion of the construction of the Connector Road, Declarant shall be permitted to dedicate the Connector Road as a publicly dedicated right of way to the applicable governmental authority. At any time prior to construction of the Connector Road, Declarant shall be permitted to relocate the Road Easement Area to another part of the Property as long as such Road Easement Area extends from _____ Road to the property line of Johnston County Tax Parcel 15078199V or Johnston County Tax Parcel 15078199W. In the event that Declarant desires to relocate the Road Easement Area, Declarant shall record an amendment to the Declaration describing in detail the location of the relocated Road Easement Area. No building structures or obstructions shall be placed within the Road Easement Area which would unreasonably interfere with or unreasonably obstruct the free flow of traffic; provided, however, minor encroachments for concrete medians and islands, together with landscaping, irrigation and other improvements, shall not be construed as obstructions.

Notwithstanding the foregoing, Declarant reserves all other rights with regard to the Road Easement Area, including specifically, without limitation, the following rights: (a) the right to construct, install, use, inspect, maintain, repair and replace water, sewer, storm sewer, surface water drainage, electric, gas and telephone distribution lines and facilities on, over, under, across, and through the Road Easement Area to provide such utilities to the Property, including specifically, without limitation, the right to grant easements to municipalities and public utilities for any such lines and facilities; and (b) to temporarily use or to temporarily cause to be withdrawn from use such portions of the Road Access Easement Area as may be occasioned by installation, maintenance or repair of either underground or overhead utility conduits, lines or facilities or other improvements.

5. Miscellaneous. Except as expressly amended hereby, the Declaration remains unaltered and in full force and effect and is hereby ratified, adopted and confirmed in all respects. This Amendment will govern in the event of any conflict between the terms of the Declaration and the terms of this Amendment. This Amendment will be binding upon, and inure to the benefit of, and will be enforceable by the Declarant, the Association, and any Owner or Tenant, and their respective successors and permitted assigns. In the event that a paragraph, section, sentence, clause or phrase contained in this Amendment becomes or is held by any court of competent jurisdiction to be illegal, null or void or against public policy, the remaining paragraphs, sections, sentences, clauses or phrases contained in this Amendment will not be affected thereby. This Amendment may be executed in any number of counterparts, each of which will be deemed an original and all of which counterparts together constitutes one agreement with the same effect as if the parties had signed the same signature page.

SIGNATURES TO FOLLOW

The foregoing Amendment was executed this ___ day of _____, 2025.

SST PROPERTIES LLC
a North Carolina limited liability company

By: _____
Name: Arthur L. Samet
Title: Manager

STATE OF _____)
COUNTY OF _____)

I certify that the following person(s) personally appeared before me this day, each acknowledging to me that he or she signed the foregoing document: Arthur L. Samet as Manager of SST Properties LLC, a North Carolina limited liability company.

GIVEN UNDER MY HAND AND OFFICIAL SEAL this ___ day of _____ 20__.

Printed Name _____
NOTARY PUBLIC in and for the State of _____,
My commission expires _____

Exhibit A
(Description of the Additional Property)

Lying in Smithfield Township, Johnston County, North Carolina, and being more particularly described as follows:

BEING all the property shown on the Annexation Plat for Town of Smithfield of SST Properties LLC, dated March 11, 2024, and recorded in Book of Maps 101, Page 28 of the Johnston County Registry, save and except the two creeks shown along the southeastern line of said property, as shown on said plat.

The property identified above is further described generally by metes and bounds as follows:

BEGINNING at an existing iron stake marking the northernmost corner of Lot 30 of Westview Subdivision as shown in Book of Maps 14, Page 119 of the Johnston County Registry, said iron stake marking the eastern point of terminus of Rodrick Drive, and running thence from said BEGINNING point along the terminus of Rodrick Drive, and along the lines of Lots 13, 12, 11, and 10 of said Westview Subdivision, North 53° 54' 54" West 419.13 feet to an existing iron pipe in the line of said Lot 10; thence continuing along the line of said Lot 10 North 03° 18' 36" West a total of 371.30 feet, crossing over an existing iron pipe at 151.00 feet, to an existing iron pipe marking a corner with (now or formerly) SST Properties, LLC (see Deed Book 5931, Page 891); thence along the east line of SST Properties, LLC North 02° 01' 53" East 828.46 feet to an existing iron pipe; thence continuing along the east line of SST Properties, LLC South 89° 00' 24" East 576.84 feet to an existing iron pipe; thence North 01° 43' 58" East 883.39 feet to an existing iron pipe in the east line of (now or formerly) FNLI Agouti Jinx LLC (see Deed Book 5935, Page 163), and marking the southwestern corner of (now or formerly) Heath Street #215 Limited Partnership (see Deed Book 1897, Page 945); thence along the southern line of said Heath Street #215 Limited Partnership South 88° 59' 06" East 816.01 feet to an existing iron pipe marking the northwestern corner of (now or formerly) Rebecca T. Kalsbeek (see Deed Book 5184, Page 467) thence along said Kalsbeek's western line the following seven (7) courses and distances: (1) South 01° 11' 01" West 958.47 feet to an existing iron pipe; (2) North 83° 48' 01" West 98.15 feet to a new iron pipe; (3) South 07° 18' 45" West 497.12 feet to an existing iron pipe; (4) South 17° 57' 13" West 150.27 feet to an existing iron pipe; (5) South 17° 57' 26" West 28.37 feet to a point; (6) South 65° 09' 02" West 15.79 feet to a point; and (7) South 40° 54' 30" West 41.01 feet to a point in the centerline of a creek; thence along the centerlines of the meanderings of the creeks to a point marking the easternmost corner of the aforementioned Lot 30 of Westview Subdivision; thence along the line of said Lot 30 North 53° 54' 54" West 278.97 feet to the point of BEGINNING, containing 52 acres, more or less.

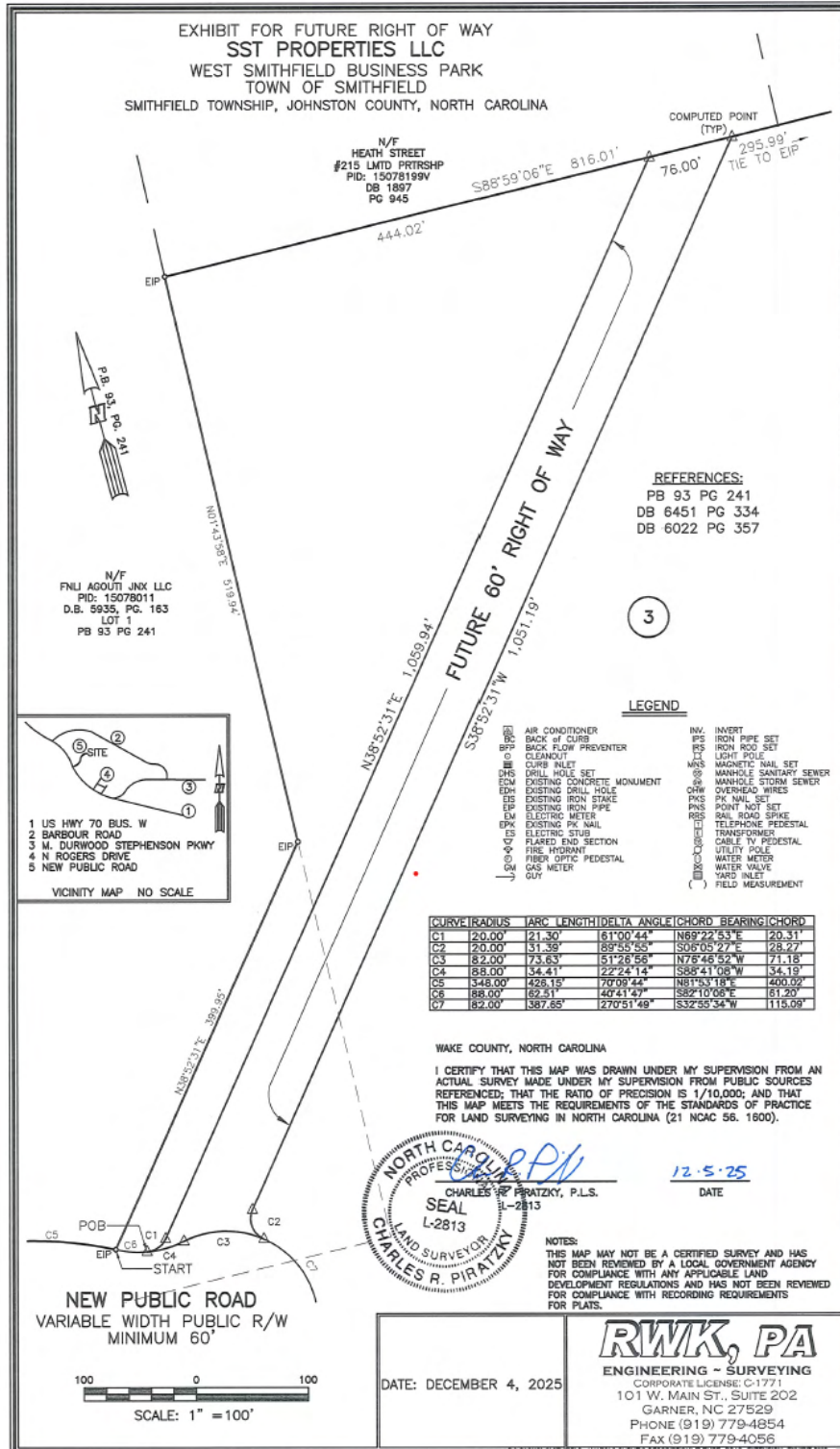
Exhibit B

(Description of Road Easement Area)

ALL THAT CERTAIN PORTION OF LAND LYING IN JOHNSTON COUNTY, NORTH CAROLINA BEING PART OF LOT 3 OF A PLAT TITLED "WEST SMITHFIELD BUSINESS PARK" RECORDED IN THE JOHNSTON COUNTY REGISTRY IN PLAT BOOK ____, PAGE ____, AND A PORTION OF LAND IN THE NAME OF SST PROPERTIES, LLC RECORDED IN DEED BOOK 6022 PAGE 357 AND IS MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A COMPUTED POINT IN THE NORTHWEST RIGHT OF WAY OF A NEW ROAD, SAID POINT BEING S 82°10'06" E A CHORD DISTANCE OF 61.20' FROM AN IRON PIPE AT A REVERSE CURVE IN THE NORTHWESTERN RIGHT-OF-WAY OF THE NEW ROAD AND AT AN EASTERN CORNER LAND IN THE NAME OF FNLI AGOUTI JNX LLC AS RECORDED IN DEED BOOK 5935 PAGE 163, BEING LOT 1 OF A PLAT TITLED "RECOMBINATION PLAT OF RDU" RECORDED IN PLAT BOOK 93 PAGE 241, AND FROM SAID POINT OF BEGINNING RUNS; THENCE WITH A CURVE TO THE LEFT HAVING AN ARC LENGTH OF 21.30', A RADIUS OF 20.00', CHORD BEARING N 69°22'53" E, WITH A LENGTH OF 20.31', THROUGH LANDS IN THE NAME OF SST PROPERTIES, LLC RECORDED IN DEED BOOK 6022 PAGE 357 TO A COMPUTED POINT, AND RUNS; THENCE N 38°52'31" E A DISTANCE OF 1,059.94' THROUGH LANDS IN THE NAME OF SST PROPERTIES, LLC RECORDED IN DEED BOOK 6022 PAGE 357 TO A COMPUTED POINT IN LANDS IN THE NAME OF HEATH STREET #215 LMTD PRTRSHP RECORDED IN DEED BOOK 1897 PAGE 945, AND RUNS; THENCE S 88°59'06" E A DISTANCE OF 76.00' WITH HEATH STREET, TO A COMPUTED POINT, AND RUNS; THENCE S 38°52'31" W A DISTANCE OF 1,051.19' THROUGH SST PROPERTIES, LLC TO A COMPUTED POINT, AND RUNS; THENCE WITH A CURVE TO THE LEFT HAVING AN ARC LENGTH OF 31.39', A RADIUS OF 20.00', CHORD BEARING S 06°05'27" E, WITH A LENGTH OF 28.27', TO A COMPUTED POINT IN SAID NEW RIGHT OF WAY AND RUNS; THENCE WITH A COMPOUND CURVE TO THE LEFT HAVING AN ARC LENGTH OF 73.63', A RADIUS OF 82.00', CHORD BEARING N 76°46'52" W, WITH A LENGTH OF 71.18', TO A COMPUTED POINT AND RUNS; THENCE WITH A REVERSE CURVE TO THE RIGHT HAVING AN ARC LENGTH OF 34.41', A RADIUS OF 88.00', CHORD BEARING S 88°41'08" W, WITH A LENGTH OF 34.19', TO THE POINT AND PLACE OF BEGINNING AND HAVING AN AREA OF 64,196 SQUARE FEET, 1.474 ACRES, TO BE THE SAME MORE OR LESS.

Exhibit C
(Drawing of Road Easement Area)





Request for Town Council Action

Consent Agenda Item: **Application for Temporary Use Permit**
Date: 04/07/2026

Subject: Harbor Inc.

Department: Planning Department

Presented by: Planning Director – Brent Reck

Presentation: Consent Agenda Item

Issue Statement

The Council is being asked to allow Harbor, Inc. to hold a silent walk on April 22nd, 2026.

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**

Harbor, Inc. is requesting approval to conduct a silent awareness walk on April 22, 2026, from 12:30 p.m. to 1:30 p.m. to help raise awareness of sexual assault within the community and to provide information regarding available support services. Limited amplified sound will be utilized from 12:45 p.m. to 1:00 p.m. Authorization for use of the Courthouse steps has been granted by Rick Hester on behalf of the County.

Katrusia Johnson

From: Rick Hester <rick.hester@johnstonnc.gov>
Sent: Friday, March 13, 2026 4:27 PM
To: Katrusia Johnson
Cc: Rick Hester
Subject: Re: Harbor Inc Request



Thanks and same to you!



Rick Hester

County Manager

[919-989-5104](tel:919-989-5104) | www.johnstonnc.gov

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On Fri, Mar 13, 2026 at 4:00 PM Katrusia Johnson <kjohnson@harborshelter.org> wrote:
Thank you!!

Have a great weekend!

Get [Outlook for iOS](#)

From: Rick Hester <rick.hester@johnstonnc.gov>
Sent: Friday, March 13, 2026 3:27:19 PM
To: Katrusia Johnson <kjohnson@harborshelter.org>
Cc: Rick Hester <rick.hester@johnstonnc.com>
Subject: Re: Harbor Inc Request

Good afternoon!

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That is great. We are good with this plan.

Take care,

Rick



Rick Hester

County Manager

919-989-5104 | www.johnstonnc.gov

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On Fri, Mar 13, 2026 at 3:00 PM Katrusia Johnson <kjohnson@harborshelter.org> wrote:

Good afternoon, Mr. Hester. Harbor is requesting to host a Sexual Assault Awareness walk on April 22nd around the courthouse and outside on the front step of the courthouse on Market Street. We expect this event to last from 12:30-1:30. It will consist of a walk around the courthouse; a few words sharing the services that we provide; and distribution of material. We would like to set up a portable 10x10 tent near the steps as well.

If we receive permission, then I will submit a permit to the Town for approval.

Thank you in advance.

Kay

Respectfully,

Katrusia "Kay" Johnson

Executive Director

Harbor, Inc.

[110 Skyland Drive](#)

Post Office Box 1903

Smithfield, North Carolina 27577

Office: [919.938.3566](tel:919.938.3566)



This e-mail and any attached documents contain confidential information belonging to the sending entity, Harbor Inc., and is intended only for the use of the individual(s) or entity(s) associated with the recipient addresses listed in the message header. The authorized recipient of this information is prohibited from disclosing this information to any other party. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution or action taken in reliance on the contents of the email and/or attachments is strictly prohibited. If you received this e-mail transmission in error, please notify the sender immediately to arrange for return or destruction of this information by calling the office at 919.938.3566.



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 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 USES OR EVENTS

- Special Event
- Town recognized event _____
 - Over 100 people in attendance
 - Live Band or Amplified Sound Microphone
 - 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 sq ft
 - Involves Town Park property (Contact Smithfield Parks and Rec (919) 934-2148)
 - Involves Fireworks (Contact Smithfield Fire Department (919) 934-2468)

OTHER TEMPORARY 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) _____

Name of Event SA Awareness Walk Address of Event 207 East Johnston St Smithfield

APPLICANT:

Name Katrusia 'Kay' Johnson
 Address 110 Skyland Drive Smithfield
 Phone number 919.631.7318
 Email address kjohnson@harborshelter.org
 Event date 4/22/2026

PROPERTY OWNER:

Name Rick Hester
 Address 207 East Johnston St Smithfield
 Phone number 919.209.5400
 Email address rick.hester@johnstonnc.gov

Event start and end time 12:30

Will alcohol be sold or served? No or N
(If yes, please supply an ABC Permit)

Will food or goods be sold? No

Event set up and clean up time 2:00

Sound Amplification Type Microphone

Sound Amplification start and end times 12:45-1:00

Food Trucks (if applicable) N/A (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: _____ 50 _____
(If using Smithfield Police, applicant must contact the PD to schedule security.)

Will any town property be used (i.e., streets, parks, greenways)? Sidewalks around the courthouse

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

Are event trash cans needed? No or N How many? 0

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

Harbor would like to facilitate a walk around the courthouse to bring awareness of sexual assault within the community. We will walk the full block of the courthouse and conclude at the courthouse steps to discuss the services that the agency provide.

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

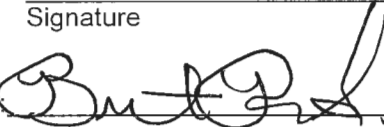
I hereby certify that the information contained in this application is true to the best of my knowledge and I further certify that this event/use will be conducted per all applicable local laws. I certify that I have received the attached information concerning the regulations for temporary uses. If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

Katrusia Johnson
Applicant's Name (Print)

Katrusia Johnson Digitally signed by Katrusia Johnson
Date: 2026.03.16 15:22:33 -04'00'
Signature

Date

Town Planning Director Signature



Date: 3-17-2026



Request for Town Council Action

Consent Agenda Item: Application for Temporary Use Permit
Date: 04/07/2026

Subject: Blue Compass RV
Department: Planning Department
Presented by: Planning Director – Brent Reck
Presentation: Consent Agenda Item

Issue Statement

The Council is being asked to allow Blue Compass RV to hold a Mega RV Show at Carolina Premium Outlets from April 3, 2026 through April 12, 2026.

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. Parking map



Staff Report

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

Blue Compass RV is requesting to hold a Mega RV Show at 1025 Outlet Center Drive at the Carolina Premium Outlet Center. The sale will operate between the hours of 10:00 am and 7:00 pm April 3 through April 12, 2026. They intend to display approximately 60 to 80 RVs in even rows. No structures such as tents or canopies will be used. No food will be sold and there will not be any amplified sound.



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 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 USES OR EVENTS

- 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 sq ft
 - Involves Town Park property (Contact Smithfield Parks and Rec (919) 934-2148)
 - Involves Fireworks (Contact Smithfield Fire Department (919) 934-2468)

OTHER TEMPORARY 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) RV Display/Show

Name of Event <u>MEGA RV SHOW</u>	Address of Event <u>1025 Outlet Center Dr. Smithfield, NC. 27577</u>
-----------------------------------	--

APPLICANT:

Name Blue Compass RV / Frank Garcia

Address _____

Phone number 828-514-8230

Email address frank.garcia@bluecompassrv.com

Event date 4-3-20 - 4-12-20

Event start and end time 10:00^{AM} - 7:00^{PM}

Event set up and clean up time _____

Sound Amplification Type NONE

Sound Amplification start and end times NONE

Food Trucks (if applicable) N/A (Each Food Truck Requires Certificate of Inspections by Johnston County)

PROPERTY OWNER:

Name Simon Management Associates LLC

Address LLC 225 Washington Street 10th Floor Indianapolis, IN. 46204

Phone number (919) 989-8757 - Julie Gaspar

Email address jgaspar@simon.com

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

Will food or goods be sold? NO

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)? NONE

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

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

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

Setting AN RV Display in the parking lot.
(SEE SKETCH ATTACHED)

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 X 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.

FRANK GARCIA Frank Garcia 3/25/2026
Applicant's Name (Print) Signature Date

Town Planning Director Signature: [Signature] Date: 3/26/26

OWNERS AUTHORIZATION

I hereby give CONSENT to Blue Compass RV (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) Simon Property Group dba Carolina Premium Outlets

Address 1025 Outlet Center Drive STE 905 Smithfield, NC Zip 27577

Phone Number 919-989-8453 Email jqasper@simon.com

Signature: [Handwritten Signature] Date: 3/25/2026

OWNER'S CONSENT FORM

Name of Event: MEGA RV SHOW Submittal Date: 3/25/2026

OWNERS AUTHORIZATION

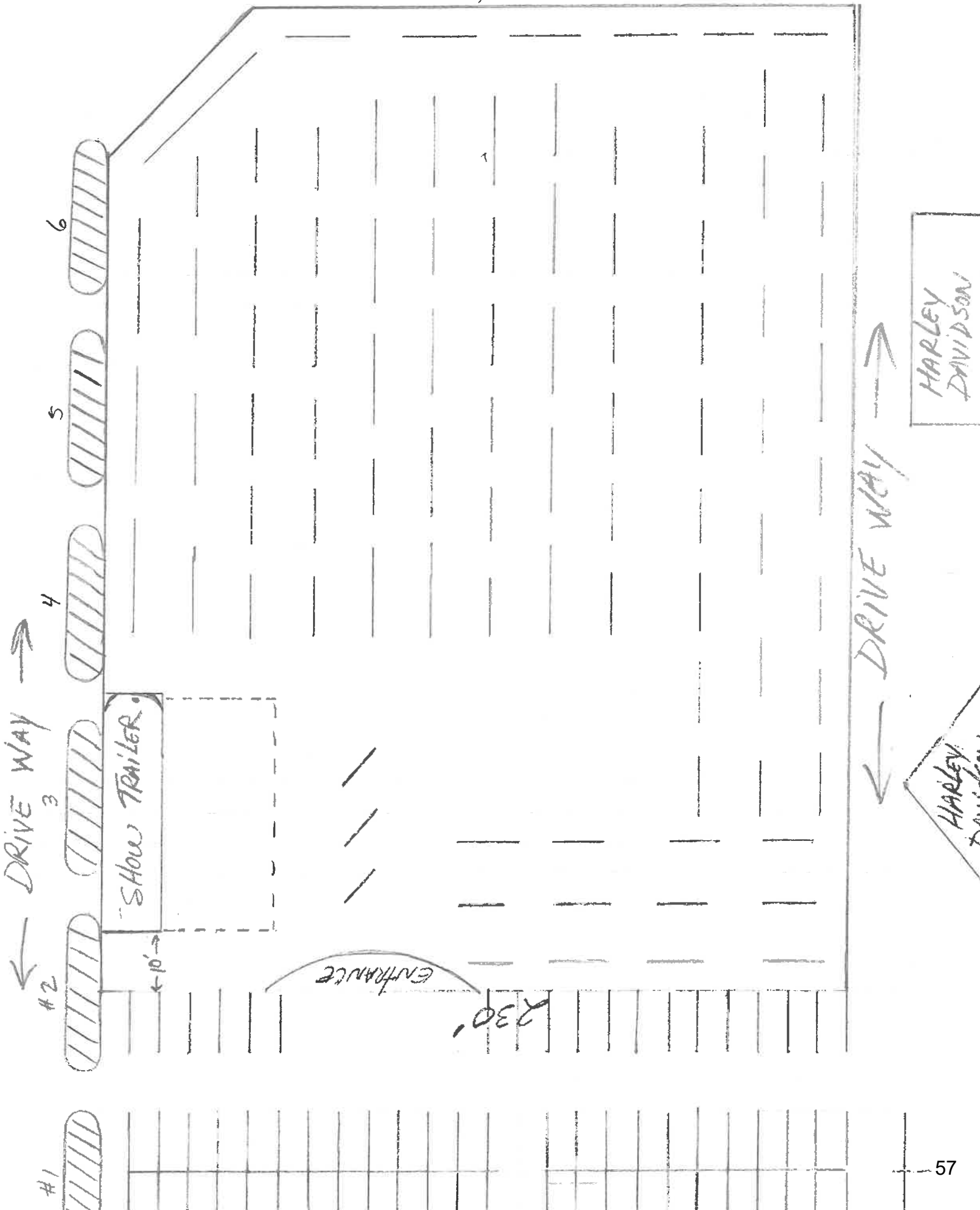
I hereby give CONSENT to Blue Compass RV (type, stamp or print clearly full name of agent) to act on my behalf, to submit or have submitted this application and all required material and documents, and to attend and represent me at all meetings and public hearings pertaining to the application(s) indicated 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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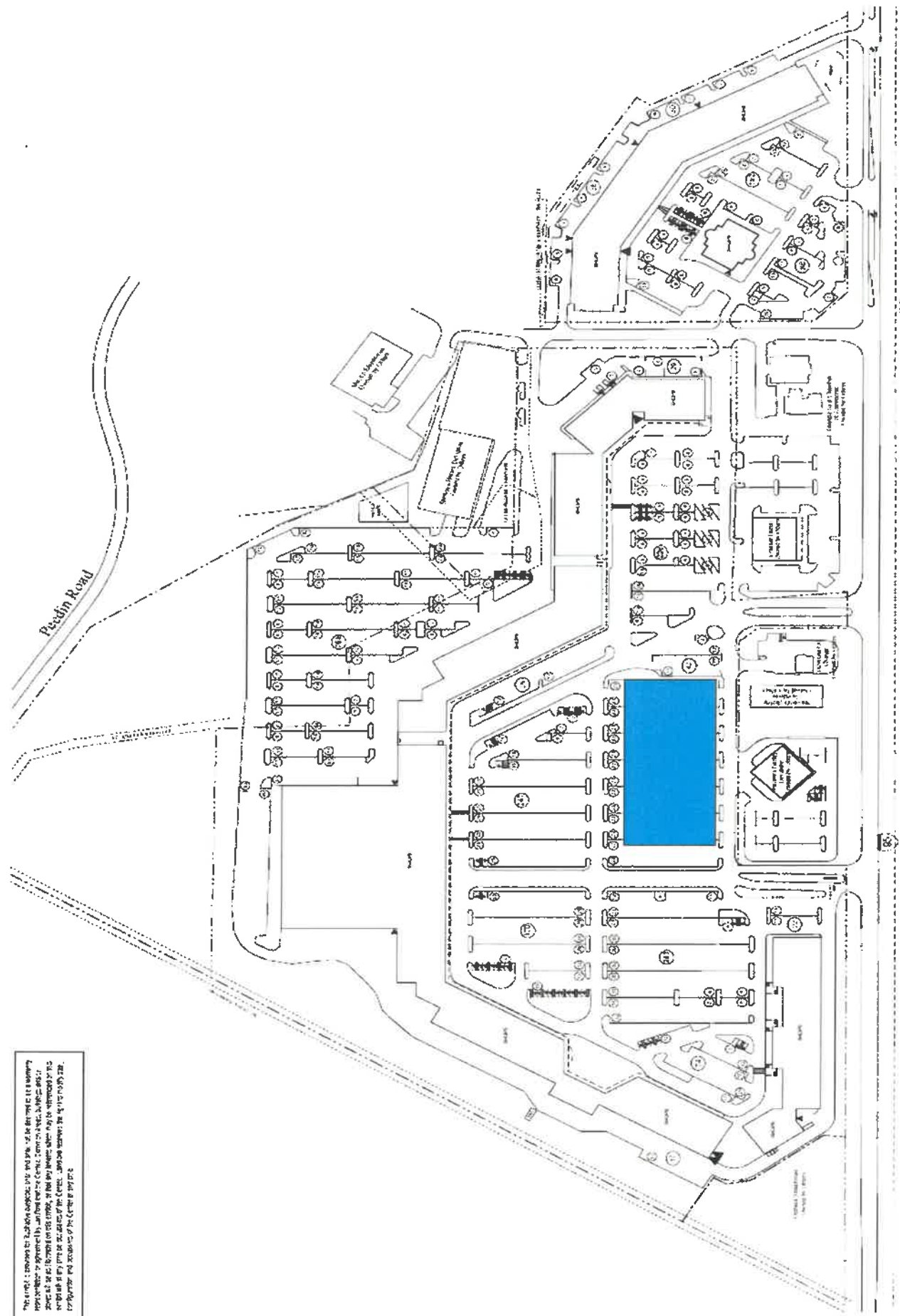
[Handwritten Signature]
Signature of Owner

MARIC FELIZZI
Print Name

3/25/26
Date



The client is required to provide adequate utility and fire hydrant service to all buildings. The client is required to provide adequate utility and fire hydrant service to all buildings. The client is required to provide adequate utility and fire hydrant service to all buildings.



SIMON
 PREMIUM OUTLETS
 Carolina Premium Outlets
 1025 Outlet Center Drive
 Smithfield, NC 27577
 CORP # 7893

Project Data
 Total SGA 434,225
 TOTAL BUILDING SQUARE FEET 394,600 (90% OF SGA)

Site Plan
 Scale: 0 100 200
 North Arrow

▲ Main Entrance ▲ Main Exit

Worksheet: October 06, 2017



Request for Town Council Action

Consent Agenda Item: Application for Temporary Use Permit
Date: 04/07/2026

Subject: Bulldog Harley-Davidson
Department: Planning Department
Presented by: Planning Director – Brent Reck
Presentation: Consent Agenda Item

Issue Statement

The Council is being asked to allow Bulldog Harley-Davidson to hold Tacos & Test Rides on April 11, 2026.

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 Tacos & Test Rides at 1043 Outlet Center Drive on April 11, 2026. This event will run from 11:00 am to 4:00 pm. Two beers will be given away to customers age 21 and older. A food truck will be onsite.



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 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>TACOS + JUMP RIDES</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 4/11

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 11-4 PM

Event set up and clean up time 8AM - 5PM

Sound Amplification Type -

Sound Amplification Start and End Times -

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

Cartel Tacos

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 \$

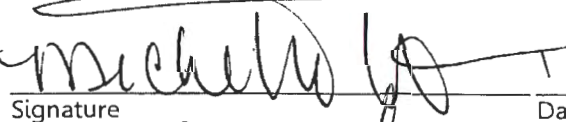
Payment Received By: _____

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

3/19/2020
Date

Town Planning Director Signature: 

3/19/2020
Date:

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: _____

OWNER'S CONSENT FORM

Name of Event: JACOS + JEST RIDES Submittal Date: 3/19/26

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] Signature of Owner
Carson Baker Print Name
3/19/26 Date 63



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/17/2026

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 Next First Insurance Agency, Inc. PO Box 60787 Palo Alto, CA 94306	CONTACT NAME: PHONE (A/C, No, Ext): (855) 222-5919 FAX (A/C, No): E-MAIL ADDRESS: support@nextinsurance.com	
	INSURER(S) AFFORDING COVERAGE NAIC # INSURER A : Next Insurance US Company 16285	
INSURED SPANGLISH RESTAURANT GROUP LLC 8514 Bratt Ave Wake Forest, NC 27587 <i>Cartel Tacos</i>	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** 484295961 **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 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:			NXTRDR4J7X-01-GL	02/26/2026	02/26/2027	EACH OCCURRENCE \$1,000,000.00
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000.00
							MED EXP (Any one person) \$15,000.00
							PERSONAL & ADV INJURY \$1,000,000.00
							GENERAL AGGREGATE \$2,000,000.00
							PRODUCTS - COMP/OP AGG \$2,000,000.00
							\$
	AUTOMOBILE LIABILITY <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 <input type="checkbox"/> AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$
							AGGREGATE \$
							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N N/A If yes, describe under DESCRIPTION OF OPERATIONS below						<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)

Proof of Insurance.

CERTIFICATE HOLDER

SPANGLISH RESTAURANT GROUP LLC
8514 Bratt Ave
Wake Forest, NC 27587

LIVE CERTIFICATE



[Click or scan to view](#)

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: 96

Establishment Name: CARTEL TACOS (WCID #1068)

Establishment ID: 4092030720

Location Address: 3325 ROGERS RD

City: WAKE FOREST State: North Carolina

Zip: 27587 County: 92 Wake

Permittee: SPANGLISH RESTAURANT GROUP LLC

Telephone: (919) 215-7499

Inspection Re-Inspection Educational Visit

Wastewater System:

Municipal/Community On-Site System

Water Supply:

Municipal/Community On-Site Supply

Date: 03/26/2025

Status Code: A

Time In: 12:20 PM

Time Out: 1:45 PM

Category#: III

FDA Establishment Type: Fast Food Restaurant

No. of Risk Factor/Intervention Violations: 4

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
Supervision .2652					
1	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	PIC Present, demonstrates knowledge, & performs duties	1	0	
2	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Certified Food Protection Manager	1	0	
Employee Health .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 type="checkbox"/> IN <input checked="" type="checkbox"/> OUT	Procedures for responding to vomiting & diarrheal events	1	0.5	X
Good Hygienic Practices .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
Preventing Contamination by Hands .2652, .2653, .2655, .2656					
8	<input checked="" type="checkbox"/> OUT	Hands clean & properly washed	4	2	0
9	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> NO	No bare hand contact with RTE foods or pre-approved alternate procedure properly followed	4	2	0
10	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Handwashing sinks supplied & accessible	2	1	0
Approved Source .2653, .2655					
11	<input checked="" type="checkbox"/> OUT	Food obtained from approved source	2	1	0
12	<input type="checkbox"/> IN <input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> NO	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 type="checkbox"/> IN <input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> NO	Required records available: shellstock tags, parasite destruction	2	1	0
Protection from Contamination .2653, .2654					
15	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> 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
Potentially Hazardous Food Time/Temperature .2653					
18	<input type="checkbox"/> IN <input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> NO	Proper cooking time & temperatures	3	1.5	0
19	<input type="checkbox"/> IN <input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> NO	Proper reheating procedures for hot holding	3	1.5	0
20	<input type="checkbox"/> IN <input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> NO	Proper cooling time & temperatures	3	1.5	0
21	<input type="checkbox"/> IN <input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> NO	Proper hot holding temperatures	3	1.5	X
22	<input type="checkbox"/> IN <input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> NO	Proper cold holding temperatures	3	1.5	X
23	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> NO	Proper date marking & disposition	3	1.5	0
24	<input type="checkbox"/> IN <input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> NO	Time as a Public Health Control; procedures & records	3	1.5	0
Consumer Advisory .2653					
25	<input type="checkbox"/> IN <input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Consumer advisory provided for raw/ undercooked foods	1	0.5	0
Highly Susceptible Populations .2653					
26	<input type="checkbox"/> IN <input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Pasteurized foods used; prohibited foods not offered	3	1.5	0
Chemical .2653, .2657					
27	<input type="checkbox"/> IN <input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Food additives: approved & properly used	1	0.5	0
28	<input type="checkbox"/> IN <input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Toxic substances properly identified stored & used	2	X	X
Conformance with Approved Procedures .2653, .2654, .2658					
29	<input type="checkbox"/> IN <input checked="" type="checkbox"/> OUT <input type="checkbox"/> 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
Safe Food and Water .2653, .2655, .2658					
30	<input checked="" type="checkbox"/> IN <input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> NO	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 type="checkbox"/> IN <input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Variance obtained for specialized processing methods	2	1	0
Food Temperature Control .2653, .2654					
33	<input checked="" type="checkbox"/> OUT	Proper cooling methods used; adequate equipment for temperature control	1	0.5	0
34	<input type="checkbox"/> IN <input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> NO	Plant food properly cooked for hot holding	1	0.5	0
35	<input type="checkbox"/> IN <input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> NO	Approved thawing methods used	1	0.5	0
36	<input checked="" type="checkbox"/> OUT	Thermometers provided & accurate	1	0.5	0
Food Identification .2653					
37	<input checked="" type="checkbox"/> OUT	Food properly labeled: original container	2	1	0
Prevention of Food Contamination .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 type="checkbox"/> IN <input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> NO	Personal cleanliness	1	0.5	X
41	<input checked="" type="checkbox"/> OUT	Wiping cloths: properly used & stored	1	0.5	0
42	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Washing fruits & vegetables	1	0.5	0
Proper Use of Utensils .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
Utensils and Equipment .2653, .2654, .2663					
47	<input type="checkbox"/> IN <input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Equipment, food & non-food contact surfaces approved, cleanable, properly designed, constructed & used	1	0.5	X
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
Physical Facilities .2654, .2655, .2656					
50	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Hot & cold water available; adequate pressure	1	0.5	0
51	<input type="checkbox"/> IN <input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Plumbing installed; proper backflow devices	2	1	X
52	<input checked="" type="checkbox"/> OUT	Sewage & wastewater properly disposed	2	1	0
53	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> 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:					4





Request for Town Council Action

Consent Agenda Item: Application for Temporary Use Permit
Date: 04/07/2026

Subject: Bulldog Harley-Davidson
Department: Planning Department
Presented by: Planning Director – Brent Reck
Presentation: Consent Agenda Item

Issue Statement

The Council is being asked to allow Bulldog Harley-Davidson to hold their 3rd Anniversary Celebration on April 18, 2026.

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 their 3rd Anniversary Celebration on April 18, 2026. This event will run from 11:00 am to 4:00 pm. Two beers will be given away to customers age 21 and older. A food truck will be onsite selling food.



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 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>3rd Anniversary</u> Name of Event	<u>1043 Outlet Center Dr Smithfield, NC 27577</u> 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 4/18

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)

Event start and end time 11-4

Event set up and clean up time 8AM - 5PM

Sound Amplification Type —

Sound Amplification Start and End Times —

Will food or goods be sold? Y or N

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

Durty Dogz

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)

Michelle Winn
Signature

3/19/24
Date

Town Planning Director Signature: _____

[Signature]

Date: 3/19/24

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: _____

OWNER'S CONSENT FORM

Name of Event: 3rd Anniversary Submittal Date: 3/19/26

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
3/19/26 Date

Food Establishment Inspection Report

Score: 97

Establishment Name: DURTY DOGZ (WCID #849)

Establishment ID: 4092040393

Location Address: 500 E DAVIE ST, 115

City: RALEIGH State: North Carolina

Zip: 27601-1898 County: 92 Wake

Permittee: DURTY DOGZ, LLC

Telephone: (252) 794-7487

Inspection Re-Inspection Educational Visit

Wastewater System:

Municipal/Community On-Site System

Water Supply:

Municipal/Community On-Site Supply

Date: 03/19/2025

Status Code: A

Time In: 1:30 PM

Time Out: 2:40 PM

Category#: II

FDA Establishment Type: _____

No. of Risk Factor/Intervention Violations: 2

No. of Repeat Risk Factor/Intervention Violations: 2

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		
Supervision .2652						
1	<input checked="" type="checkbox"/>	OUT	N/A		PIC Present, demonstrates knowledge, & performs duties	1 0 0
2	<input checked="" type="checkbox"/>	OUT	N/A		Certified Food Protection Manager	X 0 X
Employee Health .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
Good Hygienic Practices .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
Preventing Contamination by Hands .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	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
Approved Source .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	NO	Required records available: shellstock tags, parasite destruction	2 1 0
Protection from Contamination .2653, .2654						
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
Potentially Hazardous Food Time/Temperature .2653						
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
Consumer Advisory .2653						
25	<input checked="" type="checkbox"/>	OUT	N/A		Consumer advisory provided for raw/undercooked foods	1 0.5 0
Highly Susceptible Populations .2653						
26	<input checked="" type="checkbox"/>	OUT	N/A		Pasteurized foods used; prohibited foods not offered	3 1.5 0
Chemical .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
Conformance with Approved Procedures .2653, .2654, .2656						
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		
Safe Food and Water .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
Food Temperature Control .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	NO	Plant food properly cooked for hot holding	1 0.5 0
35	<input checked="" type="checkbox"/>	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
Food Identification .2653						
37	<input checked="" type="checkbox"/>	OUT			Food properly labeled: original container	2 1 0
Prevention of Food Contamination .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
Proper Use of Utensils .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
Utensils and Equipment .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
Physical Facilities .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: 3						



Comment Addendum to Food Establishment Inspection Report

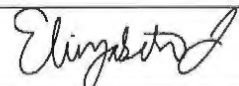
Establishment Name: DURTY DOGZ (WCID #849)
 Location Address: 500 E DAVIE ST, 115
 City: RALEIGH State: NC
 County: 92 Wake Zip: 27601-1898
 Wastewater System: Municipal/Community On-Site System
 Water Supply: Municipal/Community On-Site System
 Permittee: DURTY DOGZ, LLC
 Telephone: (252) 794-7487

Establishment ID: 4092040393
 Inspection Re-Inspection Date: 03/19/2025
 Educational Visit Status Code: A
 Comment Addendum Attached? Category #: II
 Email 1:
 Email 2:
 Email 3: danieldirt7@gmail.com

Temperature Observations

Item/Location	Temp	Item/Location	Temp	Item/Location	Temp
beef burger/blue cooler	40				
American cheese/hot dog/red cooler	41/40				
chilli/beef burger/steam well	137/195				
cut tomato/on ice	45-50				

Person in Charge (Print & Sign): *First* Detaren *Last* Spruill
 Regulatory Authority (Print & Sign): *First* Elizabeth *Last* Jackson



 Elizabeth Jackson

REHS ID: 2944 - Jackson, Elizabeth Verification Dates: Priority: _____ Priority Foundation: _____ Core: _____

REHS Contact Phone Number: (919) 210-8058 Authorize final report to be received via Email: _____



Request for Town Council Action

Consent Agenda Item: Application for Temporary Use Permit
Date: 04/07/2026

Subject: Bulldog Harley-Davidson
Department: Planning Department
Presented by: Planning Director – Brent Reck
Presentation: Consent Agenda Item

Issue Statement

The Council is being asked to allow Bulldog Harley-Davidson to hold Throttle & Tunes on April 25, 2026.

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 Throttle & Tunes on April 25, 2026. This event will run from 11:00 am to 4:00 pm. Two beers will be given away to customers age 21 and older. A food truck will be onsite selling food. A live band will be performing between 12:00 pm and 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 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>Shuffle & June</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 ~~4/25~~ 4/25

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 11 - 4 PM

Event set up and clean up time 8 AM - 5 PM

Sound Amplification Type SPEAKERS

Sound Amplification Start and End Times 12 - 3 PM

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

George's South Philly

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

LIVE BAND

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

3/19/28
Date

Town Planning Director Signature: _____

B. [Signature]

Date: 3/19/26

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 carsm@bulldoghrtex.com
Signature: [Signature] Date: _____

OWNER'S CONSENT FORM

Name of Event: THROTTLE + TUNES Submittal Date: 3/19/2026

OWNERS AUTHORIZATION

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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
Carsm Becker Print Name
3/19/2024 Date

PERMIT TRANSITIONAL PERMIT

WCID # 957

Date: 1/09/2026

Name of Establishment: George's South Philly Steaks Permittee: George's Food Ventures LLC
 Location Address: 160 Sommerville Park Rd Manager/Person in Charge: George W. Crego
 City: Raleigh State NC Zip: 27603 County: Wake
 Billing Name: _____ Status Code: T K
 Billing Address: 3421 Mill Run Establishment ID: _____
 City: Raleigh State: NC Zip: 27612 Map #: _____ Parcel ID: _____
 Email Address: gwc3@georgesauthenticsouthphillysteaks.org Long. _____
 Phone: 919-908-1341 Fax: _____ Emergency Phone Number: 910-578-5414

Permission is granted to operate a Mobile Food Unit (MFU) 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 Capacity 0 Category # 0 1 2
 Water Supply: Municipal/Community On-Site 3 4

Pushcart/Mobile Food Unit operating in conjunction with: Community Commissary Warner 104092025460
 Restaurant or Commissary Name and ID Number

Conditions/Remarks: No major menu or equipment changes without prior approval from Wake County Environmental Health. On days you operate, the MFU must report at least once to the commissary for supplies, cleaning, and servicing. All food must be washed, cut, trimmed, chopped and prepared for cooking in the commissary then placed in the MFU so 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 foods. Any bulk cooling must be done in the commissary refrigerators. Hot food must be held hot at 135 degrees F or hotter and cold food must be 41° F or colder during transport and service.

ATTACHMENTS

Transitional Permit Conditions

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

Received By: George W. Crego III Title: CEO Date: 1/9/2026
 Manager/Person In Charge
 Signed: David W. Adcox REHS#: 1134 Date: 1/09/2026
 Division of Public 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(d) for failure of the establishment to maintain a minimum grade of C. A permit or transitional permit may otherwise be suspended or 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: Environmental Health Section, 1632 Mail Service Center, Raleigh, NC 27699-1632, (Courier 52-01-00)





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/18/2026

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 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 N.C. FARM BUREAU INSURANCE AGENCY, INC. PO Box 27427 Raleigh, NC 27611	CONTACT NAME	
	PHONE (A/C No, Ext):	FAX (A/C No):
EMAIL ADDRESS:		
INSURED GEORGE'S FOOD VENTURES LLC GEORGE'S AUTHENTIC SOUTH PHILLY STEAKS 3421 MILL RUN RALEIGH, NC 27612	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: United States Liability Insurance Company	25895
	INSUREE 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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY	X		CP 1903739	11/14/2025	11/14/2026	EACH OCCURRENCE	\$1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person)	\$5,000
							PERSONAL & ADV INJURY	\$1,000,000
							GENERAL AGGREGATE	\$2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS-COMP/OP AGG	Included
							\$	
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	\$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident)	\$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident)	\$
								\$
	UMBRELLA LIAB						EACH OCCURRENCE	\$
	<input type="checkbox"/> OCCUR						AGGREGATE	\$
	EXCESS LIAB							\$
	<input type="checkbox"/> CLAIMS-MADE							\$
	DED <input type="checkbox"/> RETENTION \$							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATU-TORY LIMITS	OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)		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 (See attached Acord 101 for additional liability limits)

L-723 02/09 Blanket Additional Insured Endorsement is part of this policy.

CERTIFICATE HOLDER

Bulldog Harley-Davidson
1043 Outlet Center Dr
Smithfield, NC 27577

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

AGENCY CUSTOMER ID: 4773

LOC #: All



ADDITIONAL REMARKS SCHEDULE

Page 1 of 1

AGENCY N.C. FARM BUREAU INSURANCE AGENCY, INC.		INSURED GEORGE'S FOOD VENTURES LLC GEORGE'S AUTHENTIC SOUTH PHILLY STEAKS 3421 MILL RUN RALEIGH, NC 27612	
POLICY NUMBER CP 1903739		EFFECTIVE DATE: 11/14/2025	
CARRIER United States Liability Insurance Company	NAIC CODE 25895		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: ACORD 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

COVERAGE PART	LIMITS
Commercial Liability	
Each Occurrence Limit	\$1,000,000
Personal & Advertising Injury Limit (Any One Person/Organization)	\$1,000,000
Medical Expense (Any One Person)	\$5,000
Damages To Premises Rented To You (Any One Premises)	\$100,000
Products/Completed Operations Aggregate Limit	Included
General Aggregate Limit	\$2,000,000



Request for Town Council Action

Consent Agenda Item: **Application for Temporary Use Permit**
Date: 04/07/2026

Subject: Bulldog Harley-Davidson

Department: Planning Department

Presented by: Planning Director – Brent Reck

Presentation: Consent Agenda Item

Issue Statement

The Council is being asked to allow Bulldog Harley-Davidson to hold Bike Night on April 30, 2026.

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 Bike Night on April 30, 2026. This event will run from 5:00 pm to 8:00 pm. Two beers will be given away to customers age 21 and older. A food truck will be onsite selling food. A live band will be performing between 5:00 pm and 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 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>Bike Night</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 4/30

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 5-8

Event set up and clean up time 4pm-8pm

Sound Amplification Type SPEAKERS

Sound Amplification Start and End Times 5-8

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

Gent's 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:

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

2 beers per person at event

Live Music

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 \$ _____

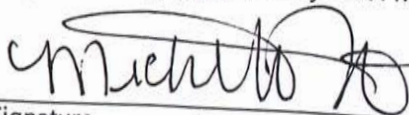
Payment Received By: _____

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

3/19/26
Date

Town Planning Director Signature: _____



Date: 3/19/26

OWNERS AUTHORIZATION

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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: _____

OWNER'S CONSENT FORM

Name of Event: Bike nights Submittal Date: 3/19/26

OWNERS AUTHORIZATION

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[Signature] Signature of Owner
Carson Baker Print Name
3/19/26 Date



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/22/2025

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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PRODUCER Brian Allen 807 Royall Avenue Goldsboro NC 275342537	CONTACT NAME: Brian Allen PHONE (A/C, No, Ext): 919-778-2300 E-MAIL ADDRESS: brian.allen.vaahil@statefarm.com	FAX (A/C, No):
	INSURER(S) AFFORDING COVERAGE	
INSURED GENTS BOUNTY BBQ LLC 718 BUCK SWAMP RD GOLDSBORO NC 275308037	INSURER A: State Farm Mutual Automobile Insurance Company	NAIC # 25178
	INSURER B: State Farm Fire and Casualty Company	25143
	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
B	<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	08/15/2025	08/15/2026	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 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <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 <input type="checkbox"/>	N	N	468 7340-A29-33B	07/29/2025	01/29/2026	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ 50,000 BODILY INJURY (Per accident) \$ 100,000 PROPERTY DAMAGE (Per accident) \$ 50,000 \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N	N/A	93-LG-0815-7	09/08/2024	09/08/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER \$ E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

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

CERTIFICATE HOLDER Bulldog-Harley Davidson 1043 Outlet Center Dr Smithfield NC 27577	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 08/22/2025
--	---

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: 03/19/2026 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	
Supervision .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
Employee Health .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
Good Hygienic Practices .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
Preventing Contamination by Hands .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/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
Approved Source .2653, .2655						
11	<input checked="" type="checkbox"/> OUT					Food obtained from approved source 2 1 0
12	IN	OUT	<input checked="" type="checkbox"/>			Food received at proper temperature 2 1 0
13	<input checked="" type="checkbox"/> OUT					Food in good condition, safe & unadulterated 2 1 0
14	IN	OUT	<input checked="" type="checkbox"/>	N/O		Required records available: shellstock tags, parasite destruction 2 1 0
Protection from Contamination .2653, .2654						
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
Potentially Hazardous Food Time/Temperature .2653						
18	IN	OUT	N/A	<input checked="" type="checkbox"/>		Proper cooking time & temperatures 3 1.5 0
19	IN	OUT	N/A	<input checked="" type="checkbox"/>		Proper reheating procedures for hot holding 3 1.5 0
20	IN	OUT	N/A	<input checked="" type="checkbox"/>		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	IN	OUT	<input checked="" type="checkbox"/>	N/O		Time as a Public Health Control; procedures & records 3 1.5 0
Consumer Advisory .2653						
25	IN	OUT	<input checked="" type="checkbox"/>			Consumer advisory provided for raw/undercooked foods 1 0.5 0
Highly Susceptible Populations .2653						
26	IN	OUT	<input checked="" type="checkbox"/>			Pasteurized foods used; prohibited foods not offered 3 1.5 0
Chemical .2653, .2657						
27	IN	OUT	<input checked="" type="checkbox"/>			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
Conformance with Approved Procedures .2653, .2654, .2658						
29	IN	OUT	<input checked="" type="checkbox"/>			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	
Safe Food and Water .2653, .2655, .2658						
30	IN	OUT	<input checked="" type="checkbox"/>			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	IN	OUT	<input checked="" type="checkbox"/>			Variance obtained for specialized processing methods 2 1 0
Food Temperature Control .2653, .2654						
33	<input checked="" type="checkbox"/> OUT					Proper cooling methods used; adequate equipment for temperature control 1 0.5 0
34	IN	OUT	N/A	<input checked="" type="checkbox"/>		Plant food properly cooked for hot holding 1 0.5 0
35	IN	OUT	N/A	<input checked="" type="checkbox"/>		Approved thawing methods used 1 0.5 0
36	<input checked="" type="checkbox"/> OUT					Thermometers provided & accurate 1 0.5 0
Food Identification .2653						
37	<input checked="" type="checkbox"/> OUT					Food properly labeled: original container 2 1 0
Prevention of Food Contamination .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
Proper Use of Utensils .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
Utensils and Equipment .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
Physical Facilities .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



Comment Addendum to Food Establishment Inspection Report

Establishment Name: GENTS' BOUNTY BBQ LLC
 Location Address: 718 BUCK SWAMP RD
 City: GOLDSBORO State: NC
 County: 96 Wayne Zip: 27530
 Wastewater System: Municipal/Community On-Site System
 Water Supply: Municipal/Community On-Site System
 Permittee: WILLIAM VANSKIKE
 Telephone: (919) 750-2812

Establishment ID: 6096030139
 Inspection Re-Inspection Date: 03/19/2026
 Educational Visit Status Code: A
 Comment Addendum Attached? Category #: III
 Email 1: gentsbountybbq@gmail.com
 Email 2:
 Email 3:

Temperature Observations

Item/Location	Temp	Item/Location	Temp	Item/Location	Temp
Cole slaw/cooler	38				
shredded cheese/top of prep cooler	38				
air/small cooler	33				
brisket/hot holding	189				
collards/hot holding	176				
hot water/3 comp sink	123				

Person in Charge (Print & Sign): *[Signature]*
First *Last*
 Regulatory Authority (Print & Sign): Jessica *[Signature]*
First *Last*
Carter

REHS ID: 2208 - Carter, Jessica Verification Dates: Priority: Priority Foundation: Core:
 REHS Contact Phone Number: (919) 731-1181 Authorize final report to be received via Email: *[Signature]*



Request for Town Council Action

Consent Agenda Item:	Career Ladder Promotion
Date:	04/07/2026

Subject: Career Ladder Promotion
Department: Public Utilities Department
Presented by: Public Utilities Director - Ted Credle
Presentation: Consent Agenda Item

Issue Statement

The Public Utilities Department is requesting approval of a career ladder promotion for an employee at the Water Plant. This promotion will advance this employee from a Water Plant Operator II to a Water Plant Operator III.

Financial Impact

The funds for this career ladder advancement were included into the approved and adopted FY 2025 - FY 2026 budget. The employee will go from (\$25.51/hr to \$26.79/hr) for a total impact of \$870.40 for the remainder of the budget year.

Action Needed

Approve the career ladder promotion for the employee at the water treatment plant

Recommendation

Staff recommends approval of the promotion

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Copy of the Employee Certification
3. Copy of the approved career ladder



Staff Report

**Consent Career
Agenda Ladder
Item: Promotion**

In keeping with stated Town goals of retaining highly qualified employees, in 2016 the Town Council approved a career ladder within the Water Plant for employees to advance their career and become a more highly valued employee.

The employee for consideration attended training in September of 2025. By State law, he took his certification test at least 30 days after the training school was completed. This employee obtained his certification in February 2026. This career ladder increase will promote the employee from Water Plant Operator II to Water Plant Operator III.

**



WATER TREATMENT PLANT CAREER LADDER

TITLE	PAY GRADE	EXPERIENCE/QUALIFICATION
Water Plant Trainee	Pay Grade 11	Beginner
Water Plant Operator I	Pay Grade 12	"C" Certification & 6 months
Water Plant Operator II	Pay Grade 13	"B" Certification & 18 months
Water Plant Operator III	Pay Grade 14	"A" Certification & 30 months
Water Plant Mechanic/Operator	Pay Grade 13	(As Vacancies arise)
Chief Water Plant Operator	Pay Grade 20	(As Vacancies arise)
Water Plant Chemist	Pay Grade 20	(As Vacancies arise)
Water Plant Supervisor	Pay Grade 22	(As Vacancies arise)

EXPLANATION OF ELIGIBILITY FOR CAREER LADDER POSITIONS:

Water Plant Trainee: is the title given to a worker who is coming on board with little, or no, experience. This is granted to someone looking to begin their career in the Water Plant Division. This individual will have no certification and 0-12 months experience. This title has been given the pay grade of 11.

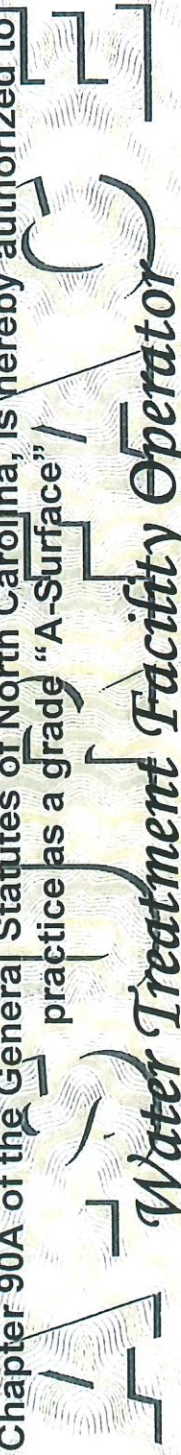
Water Plant Operator I: is the title given to a worker who has obtained the first level of certification, the completion of "Operator C" licensure. This certification will only be granted by the State of North Carolina after the candidate has a minimum of 6 months of work experience, has attended the appropriate training class, and has successfully passed the required, written exam. This title has been given the pay grade of 12.

Water Plant Operator II: is the title given to a worker who has obtained the second level of certification, the completion of "Operator B" licensure. This certification will only be granted by the State of North Carolina after the candidate has obtained the "Operator C" licensure, has a minimum of 18 months of work experience, has attended the appropriate training class, and has successfully passed the written exam. This title has been given the pay grade of 13.

Water Plant Operator III: is the title given to a worker who has obtained the third level of certification, the completion of "Operator A" licensure. This certification will only be granted by the State of North Carolina after the candidate has obtained the "Operator B" licensure, has a minimum of 30 months of work experience, has attended the appropriate training class, and has successfully passed the written exam. This title has been given the pay grade of 14.

*The North Carolina Water Treatment Facility Operators
Board of Certification*

hereby certifies that

Having given satisfactory evidence of the necessary qualifications required by Chapter 90A of the General Statutes of North Carolina, is hereby authorized to practice as a grade "A-Surface" /  *Water Treatment Facility Operator*

in the State of North Carolina

IN TESTIMONY WHEREOF: THE BOARD OF CERTIFICATION ISSUES
THIS CERTIFICATE UNDER THE SEAL OF THE BOARD AND SIGNATURE
OF THE CHAIRMAN EFFECTIVE 26TH DAY OF FEBRUARY 2026.
THIS CERTIFICATION SUBJECT TO ANNUAL RENEWAL PROCEDURES.



RANI HOLLAND, CHAIR

CERTIFICATE NO. 230441



Request for Town Council Action

Consent Agenda Item:	Career Ladder Promotion
Date:	04/07/2026

Subject: Career Ladder Promotion

Department: Public Utilities Department

Presented by: Public Utilities Director - Ted Credle

Presentation: Consent Agenda Item

Issue Statement

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Financial Impact

The funds for this career ladder advancement were included into the approved and adopted FY 2025 - FY 2026 budget. The employee will go from (\$25.51/hr to \$26.79/hr) for a total impact of \$870.40 for the rest of the budget year.

Action Needed

Approve the career ladder promotion for the employee at the water treatment plant

Recommendation

Staff recommends approval of the promotion

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Copy of the Employee Certification



Staff Report

**Consent Career
Agenda Ladder
Item: Promotion**

In keeping with stated Town goals of retaining highly qualified employees, in 2016 the Town Council approved a career ladder within the Water Plant for employees to advance their career and become a more highly valued employee.

The employee being considered attended training in September of 2025. By State law, he took his certification test at least 30 days after the training school was completed. This employee obtained his certification in February 2026. This career ladder increase will promote the employee from Water Plant Operator II to Water Plant Operator III.

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Board of Certification*

hereby certifies that

Having given satisfactory evidence of the necessary qualifications required by Chapter 90A of the General Statutes of North Carolina, is hereby authorized to practice as a grade "A-Surface"

Water Treatment Facility Operator

in the State of North Carolina

IN TESTIMONY WHEREOF: THE BOARD OF CERTIFICATION ISSUES THIS CERTIFICATE UNDER THE SEAL OF THE BOARD AND SIGNATURE OF THE CHAIRMAN EFFECTIVE 26TH DAY OF FEBRUARY 2026. THIS CERTIFICATION SUBJECT TO ANNUAL RENEWAL PROCEDURES.



RANI HOLLAND, CHAIR

CERTIFICATE NO. 180484



Request for Town Council Action

**Consent
Agenda
Item:** **Resolution
To Disclose
Property
Purchase**
Date: 04/07/2026

Subject: Resolution 803 (10-2026)

Department: Administration

Presented by: Interim Town Manager - Kimberly Pickett

Presentation: Consent Agenda Item

Issue Statement

To ratify and publicly disclose the acquisition of real property at 1418 Buffalo Rd for \$350,000, following several closed sessions held pursuant to N.C.G.S 143-318.11(a)(5)

Financial Impact

\$350,000

Action Needed

Council to approve Resolution 803 (10-2026)

Recommendation

Staff recommends the Town Council adopt Resolution 803 (10-2026) to finalize the public record of this purchase

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Resolution 803 (10-2026)



Staff Report

Consent Agenda Item	Resolution To Disclose Property Purchase
------------------------------------	---

This item serves to formally ratify and publicly disclose the Town's acquisition of the property at 1418 Buffalo Rd, Smithfield for purchase price of \$350,000. Following a series of closed sessions authorized under N.C.G.S. 143-318.11(a)(5) between January and February 2026, the Town Council directed staff to negotiate and enter into a purchase contract with a \$10,000 earnest money deposit. The transaction successfully closed on March 5, 2026, and this action completes the statutory requirement to report the final terms of the acquisition in open session.

RESOLUTION NO. 803 (10-2026)
A RESOLUTION OF THE TOWN OF SMITHFIELD TOWN COUNCIL RATIFYING THE
NEGOTIATION FOR AND THE ACQUISITION OF REAL PROPERTY LOCATED AT
1408 BUFFALO ROAD (and two adjacent lots), IN SMITHFIELD, NC 27577

WHEREAS, the Town Council of the Town of Smithfield possesses the legal authority to acquire real property for municipal purposes; and

WHEREAS, on **January 6, 2026**, the Town Council met in closed session pursuant to **N.C.G.S. § 143-318.11(a)(5)** to instruct then-Town Manager Michael Scott to initiate contact with a realtor regarding the potential acquisition of the property identified as **1408 Buffalo Road, Smithfield, NC 27577 and the adjacent lots on Buffalo Road on either side**; and

WHEREAS, on **January 20, 2026**, the Town Council again met in closed session pursuant to **N.C.G.S. § 143-318.11(a)(5)** and directed then-Town Manager Michael Scott to negotiate a formal purchase contract for said property in the amount of **\$350,000.00**, including an earnest money deposit of **\$10,000.00**; and

WHEREAS, on **February 3, 2026**, the Town Council met in closed session pursuant to **N.C.G.S. § 143-318.11(a)(5)**, during which Interim Town Manager Kim Pickett informed the Council that the acquisition was proceeding as part of a multiple lot expansion of the town park that including recent acquisitions of property adjacent to the park from the Lampe family and that furthermore, the Town Attorney now had the necessary legal documentation for a final closing date for the expansion of the park into these three lots; and

WHEREAS, finalizing any negotiations on the three lots on Buffalo Road, the town officially closed on the purchase of all three on **March 6, 2026 as recorded in Book 1418, page 1408**; and

WHEREAS, in accordance with the requirements of the North Carolina Open Meetings Law, the Town Council desires to officially report this acquisition in open session and ratify all prior actions taken by Town staff though the purchase has been of public record since the end of negotiations and the closing.

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

1. **RATIFICATION:** The Town Council hereby ratifies and confirms the purchase of the lots located at or adjacent to 1408 Buffalo Road, Smithfield, NC for the sum of \$350,000.00.
2. **AUTHORIZATION:** All actions taken by the former Town Manager, Interim Town Manager, and Town Attorney to execute the purchase contract and close the transaction are hereby approved.
3. **PUBLIC RECORD:** This resolution shall serve as the official public notice of the acquisition, to be presented during the public meeting held on **April 7, 2026**, and shall be recorded in the official minutes of the Town.

Adopted this 7th day of April, 2026.

M. Andy Moore, Mayor

ATTEST:

Elaine Andrews, Town Clerk



Request for Town Council Action

Consent HVAC
Agenda Service
Item: Agreement
Date: 04/07/2026

Subject: FY 26/27 HVAC Service Agreement

Department: Public Works Department

Presented by: Public Works Director – Lawrence Davis

Presentation: Consent Agenda Item

Issue Statement

The Public Works Department is requesting to enter an Agreement between the Town of Smithfield and Heat Transfer Solutions for the FY 2026-2027; this agreement is renewable for two years on an annual basis.

Financial Impact

Approved Budgeted amount for FY 2026- 2027: \$7,128.00

Amount of contract Bid: \$7,128.00

Action Needed

A motion to approve the agreement with Heat Transfer Solutions for HVAC Services in attached agreement and authorize the Town Manager to execute the agreement on behalf of the Town.

Recommendation

Staff recommends awarding the FY 26-27 HVAC Service to the lowest bidder Heat Transfer Solutions in the amount of \$7,128.00.

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Requests for Bids
3. HVAC Service Agreement



Staff Report

**Consent HVAC
Agenda Service
Item: Agreement**

HVAC Maintenance Bid Summary

On January 8, 2026, the HVAC maintenance bid notice was posted and emailed to nine companies, with a submission deadline of January 22, 2026, at 2:00 PM. No bids were received by the deadline.

The bid was re-advertised with a revised submission date of March 19, 2026. Following this second posting, one bid package was received from Heat Transfer Solutions.

Since the project has been publicly advertised twice and adequate information was provided to all prospective companies, the Town of Smithfield will proceed to award the HVAC maintenance contract to Heat Transfer Solutions based on the second bid, in accordance with NC G.S. 143-132 (a).

This HVAC Service agreement is renewable for 2 years on an annual basis. Our contract consists of nine (9) facilities; Town Hall, Operation Center, Water Plant, Public Works, Fire Station 1, Fire Station 2, Hastings House, Sarah Yard Community Center and Police Department. Bid packets were sent out to area contractors as well as everyone on our bidders list. We received proposal from one (1) company as follows:

- | | |
|----------------------------|------------|
| 1. Heat Transfer Solutions | \$7,128.00 |
|----------------------------|------------|

Funds to be budgeted in the FY 2026-2027 Adopted budget.



PUBLIC WORKS DEPARTMENT

Jan. 8, 2026

ADVERTISEMENT FOR BID

The Town of Smithfield, Smithfield, North Carolina is taking sealed bids for the following contracts until the scheduled dates and time below at which time bids shall be opened for the review and subsequent purchase consideration of the following services specified below:

- HVAC maintenance (**Jan. 22, 2026, at 2:00 pm**) Walk-through Jan. 15, 2006, 11am
- Pest control Services **Feb. 16, 2026, 2:00 pm** Walk-through Feb. 9, 2026, 11am
- Grounds maintenance (**Feb. 18, 2026, 2:00 pm**) Walk-through Feb. 4, 2026, 11am

There will be an optional walk-through for prospective bidders to be familiar with all locations which services are required.

Bid documents and specifications are available to prospective bidders by contacting Jacqui Smith, Public Works Coordinator at 919 934-2596 or publicworksadmin@smithfield-nc.com or Lawrence Davis, Public Works Director at 919-934-2580 or Lawrence.davis@smithfield-nc.com. The Town of Smithfield reserves the right to reject any and all bids.

Submit by **mail** to: Town of Smithfield
ATTN: Lawrence Davis
PO Box 761
Smithfield, NC 27577

Or **Hand Delivery** to: Town of Smithfield
ATTN: Lawrence Davis
231 Hospital Rd.
Smithfield, NC 27577

(1/8/2026) Run Date

231 Hospital Road <> P. O. Box 761 <> Smithfield, North Carolina, 27577
(919) 934-2580 <> FAX (919) 934-1522



PUBLIC WORKS DEPARTMENT

March. 6, 2026

ADVERTISEMENT FOR BID

The Town of Smithfield, Smithfield, North Carolina is taking sealed bids for the following contracts until the scheduled dates and time below at which time bids shall be opened for the review and subsequent purchase consideration of the following services specified below:

- HVAC maintenance (**March. 19, 2026, at 2:00pm**)

There will be an optional walk-through on Mon. March 16, 2026 at 11:00 am meeting at 231 Hospital Rd. for prospective bidders to be familiar with all locations which services are required.

Bid documents and specifications are available to prospective bidders by contacting Jacqui Smith, Public Works Coordinator at 919 934-2596 or publicworksadmin@smithfield-nc.com or Lawrence Davis, Public Works Director at 919-934-2580 or Lawrence.davis@smithfield-nc.com. The Town of Smithfield reserves the right to reject any and all bids.

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ATTN: Lawrence Davis
PO Box 761
Smithfield, NC 27577

Or **Hand Delivery** to: Town of Smithfield
ATTN: Lawrence Davis
231 Hospital Rd.
Smithfield, NC 27577

(3/6/2026) Post on Town's website

231 Hospital Road <> P. O. Box 761 <> Smithfield, North Carolina, 27577
(919) 934-2580 <> FAX (919) 934-1522



TOWN OF SMITHFIELD

REQUEST FOR PROPOSAL

FOR

AIR CONDITIONING MAINTENANCE
FOR FY 2026 - 2028

Bid Opening: January 22, 2026 2:00 PM

by

Jacqui Smith, Purchasing Agent

Lawrence Davis, Public Works Director

INSTRUCTIONS TO BIDDER
AND
GENERAL CONDITIONS

All proposals shall be submitted on the forms provided.

The Town of Smithfield reserves the right to reject any and all bids and to waive informalities.

In accordance with State Law GS 143-129, the award shall be made to the lowest responsible bidder meeting all requirements, qualifications and specifications, taking into consideration quality, performance and time specified in the proposal for delivery of services.

All proposals shall be firm and not subject to increases without the Public Works Director's approval.

Tabulations will be provided upon request. To receive tabulations, vendors must enclose a self-addressed stamped envelope.

Prices quoted in this proposal shall be delivered, FOB Smithfield, North Carolina. North Carolina sales tax shall not be included in the proposal. If a unit price and its extended price are inconsistent, the unit price will be considered to be the price proposed and the extended price will be adjusted accordingly.

No proposal will be considered or accepted unless at its time of filing the same shall be accompanied by a current Certificate of Insurance.

Any deviations from specifications set forth must be clearly indicated in the proposal; otherwise, it will be considered that items offered are in strict compliance with these specifications and the bidder will be held responsible for providing the same.

In submitting a proposal, vendor agrees not to use the results as a part of any commercial promotion or advertising without prior written approval from the Town of Smithfield.

Please direct technical questions to Lawrence Davis, Public Works Director, at 919-934-2580.

NOTE: It is important that prospective bidders be familiar with all locations at which services are required. For that reason, an optional walk-through at all locations has been scheduled for January 15, 2026, beginning at 11:00 am in the Public Works Facility, located at 231 Hospital Road. If for some reason you will be unable to attend at the noted time, you are advised to call immediately and schedule another time for a walk-through prior to date and time of bid opening. To schedule another time/date for your walk-through, contact Michael Sliger at (919) 989-6570 or Lawrence Davis (919) 934-2580. Questions concerning the services required will be answered at the time of the Walk-through.

**PUBLIC WORKS DIVISION
BID SPECIFICATIONS FOR PREVENTIVE
MAINTENANCE ON AIR CONDITIONING SYSTEMS**

The air conditioning systems requiring service under this contract are located at the following locations:

1. Water Plant, 515 N 2nd Street
2. Garage/Public Works, 231 Hospital Road
3. Operations Center – including window units, 230 Hospital Road
4. Smithfield Fire Department, 111 S. 4th Street
5. Smithfield Fire Department Station 2, 1200 W. Market St.
6. Town Hall, 350 E Market Street
7. Smithfield Police Department, 110 S 5th Street
8. Sarah Yard Community Center, 909 E. Lee St.
9. Hastings House, 200 S. Front Street

Please provide cost proposals for the following services:

1. Change all A/C filters twelve (12) times per year with regular throw away type air filters. Please provide documentation when filters have been changed.
2. Perform a thorough check inspection of equipment two times per year. Provide written documentation of results.
3. A thorough check and inspection shall include the following:
 - Verify proper function of all operating controls and safety devices.
 - Lubricate motors and bearings when possible.
 - Clean condenser and evaporator coils as needed, but not less than once a year.
 - Check refrigerant pressure levels, both high and low sides.
 - Check all electrical connections for tightness.
 - Check condensate drains, clear when needed.
 - Verify and document proper operation.
4. Report to the Town of Smithfield representative any conditions that shall require correction or repair.
5. Please provide an itemized per building cost and total cost of contract.

The Town of Smithfield reserves the right to reject any and all bids.

To receive consideration, quotes must be mailed or faxed to (919) 934-1522 to Town of Smithfield Public Works, Attention: Lawrence Davis, 231 Hospital Road, Box 761, Smithfield North Carolina by **January 22, 2026, 2:00 PM**. Quotes received after this time and date shall not be considered.

Facility Filter Sizes and Unit Information

Town Hall

7 gas packaged rooftop units

- 4 ea 20 x 25 x 2 filters
- 6 ea 15 x 20 x 2 filters
- 3 ea 14 x 25 x 2 filters
- 3 ea 16 x 20 x 1 filters

Police Station

7 gas packaged unit

- 1 ea 24 x 24 x 1 (?)
- 6 ea 16 x 25 x 2
- 3 wall units

Garage/Public works

1 split system

- 2 ea 20 x 25 x 1

Water Plant

2 split systems

- 4 Windows
- 2 Portables
- 4 ea 20 x 20 x 1
- Electric Heater 1,1, 1

Operations Center

3 split systems

- 2 ea 24 x 24 x 1
- 1 ea 20 x 30 x 1

Hastings House

2 split systems

- 1 ea 20 x 20 x 1
- 1 ea 14 x 30 x 1

Fire Station

5 split heat pumps (not sure filter sizes on new large unit)

- 2 ea 19 7/8 x 21 1/2 x 1
- 4 ea 16 x 25 x 1
- 6 ea 20 x 20 x 1

Fire Station #2

- (6) 20 x 20 x 1

Facility Filter Sizes and Unit Information

Sarah Yard Community Center

3 bar units; 3 split heat pumps

- 5 ea 14 x 20 x 1
- 4 ea 20 x 20 x 1
- 4 ea Rudd Gas Furnaces



PROPOSAL

Water Plant	\$		per month
Garage/Public Works	\$		per month
Operations Center	\$		per month
Smithfield Fire Department	\$		per month
Smithfield Fire Department-Station #2	\$		per month
Town Hall	\$		per month
Smithfield Police Department	\$		per month
Sarah Yard Community Center	\$		per month
Hastings House	\$		per month

TOTAL PRICE \$ _____ PER MONTH

Price quote above shall be in effect for the complete term of the contract. Contract shall be in effect for a period of twelve (12) months beginning July 1, 2026. The Town reserves the right to extend this contract for an additional two (2) year period pending successful completion of the contract and with the agreement of the successful vendor and the Public Works Superintendent. This contract may also be cancelled at any time by either party for any reason upon submission of a thirty (30) day written notice advising intend to cancel contract.

In compliance with the enclosed request for proposal, the undersigned offers and agrees, if this proposal were accepted within _____ days from the opening, to furnish the services as described herein at the prices quoted.

The undersigned, having carefully read and considered the terms and conditions of the Bid Document for Air Conditioning Maintenance, does hereby offer such services/materials on behalf of the Town, of the type and quality and in the manner described, and subject to and in accordance with the terms and conditions set forth in the Bid Document at the rates (expressed in words and figures).

SEAL (If corporation)

ADDRESS

BIDDER



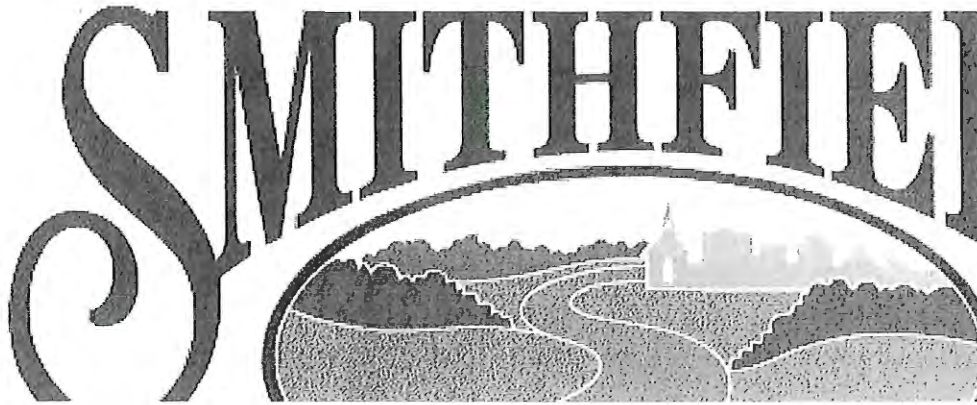
TOWN OF SMITHFIELD
231 Hospital Rd.
PO Box 761
Smithfield, NC 27577
(919) 934-2596

FY 2026-2028 HVAC

Public Works Department

RFP Opening – (March 19, 2026, 2:00 pm)

COMPANY	MONTHLY BID AMOUNT	ANNUAL BID AMOUNT
Heat Transfer Solution	\$594	\$7,128.00



TOWN OF SMITHFIELD
REQUEST FOR PROPOSAL
FOR
AIR CONDITIONING MAINTENANCE
FOR FY 2026 - 2028

Bid Opening: March 19, 2026 2:00 PM

by

Jacqui Smith, Purchasing Agent

Lawrence Davis, Public Works Director

INSTRUCTIONS TO BIDDER
AND
GENERAL CONDITIONS

All proposals shall be submitted on the forms provided.

The Town of Smithfield reserves the right to reject any and all bids and to waive informalities.

In accordance with State Law GS 143-129, the award shall be made to the lowest responsible bidder meeting all requirements, qualifications and specifications, taking into consideration quality, performance and time specified in the proposal for delivery of services.

All proposals shall be firm and not subject to increases without the Public Works Director's approval.

Tabulations will be provided via email after bid opening upon request. To receive tabulations, vendors must provide an email address.

Prices quoted in this proposal shall be delivered, FOB Smithfield, North Carolina. North Carolina sales tax shall not be included in the proposal. If a unit price and its extended price are inconsistent, the unit price will be considered to be the price proposed and the extended price will be adjusted accordingly.

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Any deviations from specifications set forth must be clearly indicated in the proposal; otherwise, it will be considered that items offered are in strict compliance with these specifications and the bidder will be held responsible for providing the same.

In submitting a proposal, vendor agrees not to use the results as a part of any commercial promotion or advertising without prior written approval from the Town of Smithfield.

Please direct technical questions to Lawrence Davis, Public Works Director, at 919-934-2580.

NOTE: It is important that prospective bidders be familiar with all locations at which services are required. For that reason, an optional walk-through at all locations has been scheduled for, **March 16, 2006**, beginning at 11:00 am in the Public Works Facility, located at 231 Hospital Road. If for some reason you will be unable to attend at the noted time, you are advised to call immediately and schedule another time for a walk-through prior to date and time of bid opening. To schedule another time/date for your walk-through, contact Michael Sliger at (919) 989-6570 or Lawrence Davis (919) 934-2580. Questions concerning the services required will be answered at the time of the Walk-through.

**PUBLIC WORKS DIVISION
BID SPECIFICATIONS FOR PREVENTIVE
MAINTENANCE ON AIR CONDITIONING SYSTEMS**

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9. Hastings House, 200 S. Front Street

Please provide cost proposals for the following services:

1. Change all A/C filters twelve (12) times per year with regular throw away type air filters. Please provide documentation when filters have been changed.
2. Perform a thorough check inspection of equipment two times per year. Provide written documentation of results.
3. A thorough check and inspection shall include the following:
 - Verify proper function of all operating controls and safety devices.
 - Lubricate motors and bearings when possible.
 - Clean condenser and evaporator coils as needed, but not less than once a year.
 - Check refrigerant pressure levels, both high and low sides.
 - Check all electrical connections for tightness.
 - Check condensate drains, clear when needed.
 - Verify and document proper operation.
4. Report to the Town of Smithfield representative any conditions that shall require correction or repair.
5. Please provide an itemized per building cost and total cost of contract.

The Town of Smithfield reserves the right to reject any and all bids.

To receive consideration, quotes must be mailed or faxed to (919) 934-1522 to Town of Smithfield Public Works, Attention: Lawrence Davis, 231 Hospital Road, Box 761, Smithfield North Carolina by **March 19, 2026, 2:00 PM**. Quotes received after this time and date shall not be considered.

Town Hall

7 gas packaged rooftop units

Change all filters

10x20x1 (3)

16x25x2 (6)

20x20x2 (4)

Police Station

7 gas packaged units

- 24 x 24 x 1 (1)
- 16 x 25 x 2 (4)
- 18 x 20 x 1 (2)
- 20 x 25 x 2 (2)
- 3 wall units

Garage/Public works

1 split system

- 2 ea 20 x 25 x 1

Water Plant

2 split systems

- 4 Windows
- 2 Portables
- 4 ea 20 x 20 x 1
- Electric Heater 1,1, 1

Operations Center

3 split systems

- 2 ea 24 x 24 x 1
- 1 ea 20 x 30 x 1

Hastings House

2 split systems

- 1 ea 20 x 20 x 1
- 1 ea 14 x 30 x 1

Sarah Yard Community Center

3 bar units; 3 split heat pumps

- 5 ea 14 x 20 x 1
- 4 ea 20 x 20 x 1
- 4 ea Rudd Gas Furnaces

Facility Filter Sizes and Unit Information

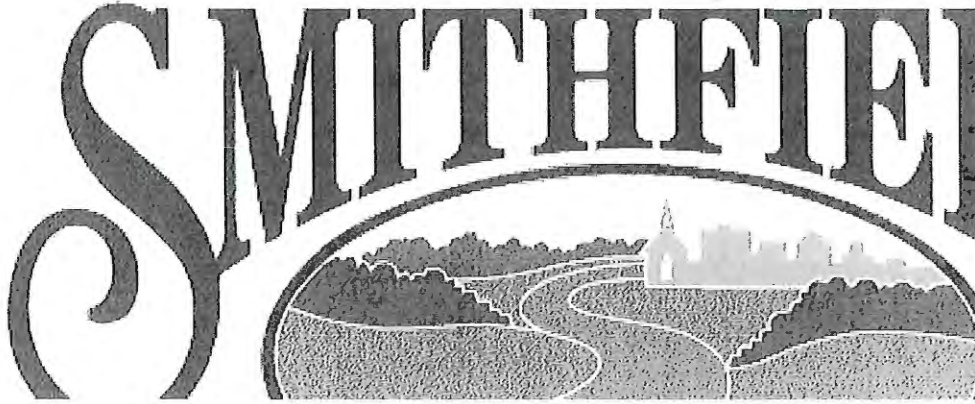
Fire Station

5 split heat pumps (not sure filter sizes on new large unit)

- 2 ea 19 7/8 x 21 1/2 x 1
- 4 ea 16 x 25 x 1
- 6 ea 20 x 20 x 1

Fire Station #2

- (6) 20 x 20 x 1



PROPOSAL

Water Plant	\$66 per month
Garage/Public Works	\$66 per month
Operations Center	\$66 per month
Smithfield Fire Department	\$66 per month
Smithfield Fire Department-Station #2	\$66 per month
Town Hall	\$66 per month
Smithfield Police Department	\$66 per month
Sarah Yard Community Center	\$66 per month
Hastings House	\$66 per month

TOTAL PRICE \$594 PER MONTH

Price quote above shall be in effect for the complete term of the contract. Contract shall be in effect for a period of twelve (12) months beginning July 1, 2026. The Town reserves the right to extend this contract for an additional two (2) year period pending successful completion of the contract and with the agreement of the successful vendor and the Public Works Superintendent. This contract may also be cancelled at any time by either party for any reason upon submission of a thirty (30) day written notice advising intend to cancel contract.

In compliance with the enclosed request for proposal, the undersigned offers and agrees, if this proposal were accepted within 60 days from the opening, to furnish the services as described herein at the prices quoted.

The undersigned, having carefully read and considered the terms and conditions of the Bid Document for Air Conditioning Maintenance, does hereby offer such services/materials on behalf of the Town, of the type and quality and in the manner described, and subject to and in accordance with the terms and conditions set forth in the Bid Document at the rates (expressed in words and figures).

SEAL (If corporation)

Heat Transfer Solutions 2 llc
BIDDER

ADDRESS: 116 Winston Pointe Drive

Facility Filter Sizes and Unit Information

Heating & Air Vendors 2026

Carolina Comfort Air, Inc.
Eduardo, Service Dept
5212 US 70 Bus. Hwy W
Clayton, NC 27520

(919) 550-7711 Office
sandra@carolinacomfortair.com

Pernell Heating & Air
Attn: Robert Berkin
519 S. Bright Leaf Blvd.
Smithfield, NC 27577

(919) 934-0153 Office
rb@callpernell.com

SPC Mechanical Services
Attn: Al Pitts
1500 Wendell Blvd.
Wendell, NC 27591

(919) 282-0105 Office

(919) 957-8998 After Hours Emergency
al.pitts@spcmechanical.com

FSI Maintenance and Repair
Attn: Val Ivanov
5485 Raynor Road
Garner, NC 27529

(919) 848-9239 Office
(919) 999-0282 Cellular
val@airconservicegroup.com

Comfort Systems USA
7311 ACC Blvd.
Raleigh, NC 27617

800-777-6986 Office
(919) 427-4215 (Greg Stephenson)
midatlanticservice@comfortsystemsusa.com

HTS – Heat Transfer Solutions, Inc.
John Johnson
Sonya Thomas
632 Old Roberts Road
Benson, NC 27504

(910) 803-1070 Office
(919) 938-9276 Fax
sonyathomas@hts.com

Starling Heating & A/C
Tim Starling
1080 Bluegrass Road
Selma, NC 27576

(919) 989-4822 Office
tim@starlingheatandcool.com

Bill Dail
Dail Mechanical
3200-110 Glen Royal Road
Raleigh, NC 27617

(919) 307-3100
billdail@dailmechanical.com

Envirotrol, LLC
Attn: James Mann
7311 ACC Blvd.
Raleigh, NC 27617

(336) 596-9786
James.mann@etrol.net

Kennedy's Heating & Air
488 Fowler Manning Rd.
Richlands, NC 28574

(910) 340-7061 Office
(910) 333-5559 Mobile
Hunter@kennedysheatingandair.net

Jacqui Smith

From: Jacqui Smith
Sent: Friday, January 9, 2026 9:52 AM
To: 'sandra@carolinacomfortair.com'
Subject: RE: Town of Smithfield RFP for HVAC Maintenance FY 2026-2028
Attachments: HVAC Bid Proposal - FY 2026-2028.doc

Carolina Comfort Air,

The Town of Smithfield, NC is requesting BIDS for the HVAC Maintenance for FY 2026-2028. Please review the attached Bid Packet and consider submitting a bid before the Bid Opening date January 22, 2026 at 2:00 PM.

Thank you,

Jacqui Smith
Department Coordinator
Town of Smithfield Public Works Dept.
PO Box 761
231 Hospital Road
Smithfield, NC 27577
(919) 934-2596 (office)
jacqui.smith@smithfield-nc.com

Jacqui Smith

From: Jacqui Smith
Sent: Friday, January 9, 2026 10:41 AM
To: 'rb@callpernell.com'
Subject: RE: Town of Smithfield RFP for HVAC Maintenance FY 2026-2028
Attachments: HVAC Bid Proposal - FY 2026-2028.doc

Robert Berkin,

The Town of Smithfield, NC is requesting BIDS for the HVAC Maintenance for FY 2026-2028. Please review the attached Bid Packet and consider submitting a bid before the Bid Opening date January 22, 2026 at 2:00 PM.

Thank you,

Jacqui Smith
Department Coordinator
Town of Smithfield Public Works Dept.
PO Box 761
231 Hospital Road
Smithfield, NC 27577
(919) 934-2596 (office)
jacqui.smith@smithfield-nc.com

Jacqui Smith

From: Jacqui Smith
Sent: Friday, January 9, 2026 10:45 AM
To: 'al.pitts@spcmechanical.com'
Subject: RE: Town of Smithfield RFP for HVAC Maintenance FY 2026-2028
Attachments: HVAC Bid Proposal - FY 2026-2028.doc

Al Pitts,

The Town of Smithfield, NC is requesting BIDS for the HVAC Maintenance for FY 2026-2028. Please review the attached Bid Packet and consider submitting a bid before the Bid Opening date January 22, 2026 at 2:00 PM.

Thank you,

Jacqui Smith

Department Coordinator
Town of Smithfield Public Works Dept.
PO Box 761
231 Hospital Road
Smithfield, NC 27577
(919) 934-2596 (office)
jacqui.smith@smithfield-nc.com

Jacqui Smith

From: Jacqui Smith
Sent: Friday, January 9, 2026 10:58 AM
To: 'val@airconservicegroup.com'
Subject: RE: Town of Smithfield RFP for HVAC Maintenance FY 2026-2028
Attachments: HVAC Bid Proposal - FY 2026-2028.doc

Val Ivanov,

The Town of Smithfield, NC is requesting BIDS for the HVAC Maintenance for FY 2026-2028. Please review the attached Bid Packet and consider submitting a bid before the Bid Opening date January 22, 2026 at 2:00 PM.

Thank you,

Jacqui Smith
Department Coordinator
Town of Smithfield Public Works Dept.
PO Box 761
231 Hospital Road
Smithfield, NC 27577
(919) 934-2596 (office)
jacqui.smith@smithfield-nc.com

Jacqui Smith

From: Jacqui Smith
Sent: Friday, January 9, 2026 11:17 AM
To: ~~'midatlantic@comfortsystemsusa.com'~~
Cc: 'midatlanticservice@comfortsystemsusa.com'
Subject: RE: Town of Smithfield RFP for HVAC Maintenance FY 2026-2028
Attachments: HVAC Bid Proposal - FY 2026-2028.doc

Comfort Systems USA,

The Town of Smithfield, NC is requesting BIDS for the HVAC Maintenance for FY 2026-2028. Please review the attached Bid Packet and consider submitting a bid before the Bid Opening date January 22, 2026 at 2:00 PM.

Thank you,

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Department Coordinator
Town of Smithfield Public Works Dept.
PO Box 761
231 Hospital Road
Smithfield, NC 27577
(919) 934-2596 (office)
jacqui.smith@smithfield-nc.com

Jacqui Smith

From: Jacqui Smith
Sent: Friday, January 9, 2026 11:21 AM
To: 'sonyathomas@htsnc.com'
Subject: RE: Town of Smithfield RFP for HVAC Maintenance FY 2026-2028
Attachments: HVAC Bid Proposal - FY 2026-2028.doc

Sonya Thomas,

The Town of Smithfield, NC is requesting BIDS for the HVAC Maintenance for FY 2026-2028. Please review the attached Bid Packet and consider submitting a bid before the Bid Opening date January 22, 2026 at 2:00 PM.

Thank you,

Jacqui Smith

Department Coordinator
Town of Smithfield Public Works Dept.
PO Box 761
231 Hospital Road
Smithfield, NC 27577
(919) 934-2596 (office)
jacqui.smith@smithfield-nc.com

Jacqui Smith

From: Jacqui Smith
Sent: Friday, January 9, 2026 11:23 AM
To: tim@starlingheatandcool.com
Subject: RE: Town of Smithfield RFP for HVAC Maintenance FY 2026-2028
Attachments: HVAC Bid Proposal - FY 2026-2028.doc

Tim Starling,

The Town of Smithfield, NC is requesting BIDS for the HVAC Maintenance for FY 2026-2028. Please review the attached Bid Packet and consider submitting a bid before the Bid Opening date January 22, 2026 at 2:00 PM.

Thank you,

Jacqui Smith
Department Coordinator
Town of Smithfield Public Works Dept.
PO Box 761
231 Hospital Road
Smithfield, NC 27577
(919) 934-2596 (office)
jacqui.smith@smithfield-nc.com

Jacqui Smith

From: Jacqui Smith
Sent: Friday, January 9, 2026 11:25 AM
To: 'billdail@dailmechanical.com'
Subject: RE: Town of Smithfield RFP for HVAC Maintenance FY 2026-2028
Attachments: HVAC Bid Proposal - FY 2026-2028.doc

Bill Dail,

The Town of Smithfield, NC is requesting BIDS for the HVAC Maintenance for FY 2026-2028. Please review the attached Bid Packet and consider submitting a bid before the Bid Opening date January 22, 2026 at 2:00 PM.

Thank you,

Jacqui Smith

Department Coordinator

Town of Smithfield Public Works Dept.

PO Box 761

231 Hospital Road

Smithfield, NC 27577

(919) 934-2596 (office)

jacqui.smith@smithfield-nc.com

Jacqui Smith

From: Jacqui Smith
Sent: Friday, January 9, 2026 1:54 PM
To: 'james.mann@etrol.net'
Subject: RE: Town of Smithfield RFP for HVAC Maintenance FY 2026-2028
Attachments: HVAC Bid Proposal - FY 2026-2028.doc

James Mann,

The Town of Smithfield, NC is requesting BIDS for the HVAC Maintenance for FY 2026-2028. Please review the attached Bid Packet and consider submitting a bid before the Bid Opening date January 22, 2026 at 2:00 PM.

Thank you,

Jacqui Smith

Department Coordinator
Town of Smithfield Public Works Dept.
PO Box 761
231 Hospital Road
Smithfield, NC 27577
(919) 934-2596 (office)
jacqui.smith@smithfield-nc.com

Jacqui Smith

From: Jacqui Smith
Sent: Thursday, March 5, 2026 12:18 PM
To: Brian Eaves
Cc: Lawrence Davis
Subject: Bid for the Public Works Department FY 20206/2028
Attachments: Advertisment Add for HVAC 26-28.doc; HVAC Bid Proposal - FY 2026-2028.2.doc

Hello Brian, could you post this tomorrow?

Thank you,

Jacqui Smith

Department Coordinator
Town of Smithfield Public Works Dept.
PO Box 761
231 Hospital Road
Smithfield, NC 27577
(919) 934-2596 (office)
jacqui.smith@smithfield-nc.com



TOWN OF SMITHFIELD

REQUEST FOR PROPOSAL

FOR

AIR CONDITIONING MAINTENANCE
FOR FY 2026 - 2028

Bid Opening: March 19, 2026 2:00 PM

by

Jacqui Smith, Purchasing Agent

Lawrence Davis, Public Works Director

INSTRUCTIONS TO BIDDER
AND

GENERAL CONDITIONS

All proposals shall be submitted on the forms provided.

The Town of Smithfield reserves the right to reject any and all bids and to waive informalities.

In accordance with State Law GS 143-129, the award shall be made to the lowest responsible bidder meeting all requirements, qualifications and specifications, taking into consideration quality, performance and time specified in the proposal for delivery of services.

All proposals shall be firm and not subject to increases without the Public Works Director's approval.

Tabulations will be provided upon request. To receive tabulations, vendors must enclose a self-addressed stamped envelope.

Prices quoted in this proposal shall be delivered, FOB Smithfield, North Carolina. North Carolina sales tax shall not be included in the proposal. If a unit price and its extended price are inconsistent, the unit price will be considered to be the price proposed and the extended price will be adjusted accordingly.

No proposal will be considered or accepted unless at its time of filing the same shall be accompanied by a current Certificate of Insurance.

Any deviations from specifications set forth must be clearly indicated in the proposal; otherwise, it will be considered that items offered are in strict compliance with these specifications and the bidder will be held responsible for providing the same.

In submitting a proposal, vendor agrees not to use the results as a part of any commercial promotion or advertising without prior written approval from the Town of Smithfield.

Please direct technical questions to Lawrence Davis, Public Works Director, at 919-934-2580.

NOTE: It is important that prospective bidders be familiar with all locations at which services are required. For that reason, an **optional walk-through** at all locations has been scheduled for, **March 16, 2006**, beginning at **11:00 am** in the Public Works Facility, located at 231 Hospital Road. If for some reason you will be unable to attend at the noted time, you are advised to call immediately and schedule another time for a walk-through prior to date and time of bid opening. To schedule another time/date for your walk-through, contact Michael Sliger at (919) 989-6570 or Lawrence Davis (919) 934-2580. Questions concerning the services required will be answered at the time of the Walk-through.

**PUBLIC WORKS DIVISION
BID SPECIFICATIONS FOR PREVENTIVE
MAINTENANCE ON AIR CONDITIONING SYSTEMS**

The air conditioning systems requiring service under this contract are located at the following locations:

1. Water Plant, 515 N 2nd Street
2. Garage/Public Works, 231 Hospital Road
3. Operations Center – including window units, 230 Hospital Road
4. Smithfield Fire Department, 111 S. 4th Street
5. Smithfield Fire Department Station 2, 1200 W. Market St.
6. Town Hall, 350 E Market Street
7. Smithfield Police Department, 110 S 5th Street
8. Sarah Yard Community Center, 909 E. Lee St.
9. Hastings House, 200 S. Front Street

Please provide cost proposals for the following services:

1. Change all A/C filters twelve (12) times per year with regular throw away type air filters. Please provide documentation when filters have been changed.
2. Perform a thorough check inspection of equipment two times per year. Provide written documentation of results.
3. A thorough check and inspection shall include the following:
 - Verify proper function of all operating controls and safety devices.
 - Lubricate motors and bearings when possible.
 - Clean condenser and evaporator coils as needed, but not less than once a year.
 - Check refrigerant pressure levels, both high and low sides.
 - Check all electrical connections for tightness.
 - Check condensate drains, clear when needed.
 - Verify and document proper operation.
4. Report to the Town of Smithfield representative any conditions that shall require correction or repair.
5. Please provide an itemized per building cost and total cost of contract.

The Town of Smithfield reserves the right to reject any and all bids.

To receive consideration, quotes must be mailed or faxed to (919) 934-1522 to Town of Smithfield Public Works, Attention: Lawrence Davis, 231 Hospital Road, Box 761, Smithfield North Carolina by **March 19, 2026, 2:00 PM**. Quotes received after this time and date shall not be considered.

Facility Filter Sizes and Unit Information

Town Hall

7 gas packaged rooftop units

Change all filters

10x20x1(3)

16x25x2(6)

20x20x2 (4)

Police Station

7 gas packaged units

- 24 x 24 x 1 (1)
- 16 x 25 x 2 (4)
- 18 x 20 x 1 (2)
- 20 x 25 x 2 (2)
- 3 wall units

Garage/Public works

1 split system

- 2 ea 20 x 25 x 1

Water Plant

2 split systems

- 4 Windows
- 2 Portables
- 4 ea 20 x 20 x 1
- Electric Heater 1,1, 1

Operations Center

3 split systems

- 2 ea 24 x 24 x 1
- 1 ea 20 x 30 x 1

Hastings House

2 split systems

- 1 ea 20 x 20 x 1
- 1 ea 14 x 30 x 1

Fire Station

5 split heat pumps (not sure filter sizes on new large unit)

- 2 ea 19 7/8 x 21 1/2 x 1
- 4 ea 16 x 25 x 1
- 6 ea 20 x 20 x 1

Fire Station #2

- (6) 20 x 20 x 1

Facility Filter Sizes and Unit Information

Sarah Yard Community Center

3 bar units; 3 split heat pumps

- 5 ea 14 x 20 x 1
- 4 ea 20 x 20 x 1
- 4 ea Rudd Gas Furnaces



PROPOSAL

Water Plant	\$			per month
Garage/Public Works	\$			per month
Operations Center	\$			per month
Smithfield Fire Department	\$			per month
Smithfield Fire Department-Station #2	\$			per month
Town Hall	\$			per month
Smithfield Police Department	\$			per month
Sarah Yard Community Center	\$			per month
Hastings House	\$			per month

TOTAL PRICE \$ _____ PER MONTH

Price quote above shall be in effect for the complete term of the contract. Contract shall be in effect for a period of twelve (12) months beginning July 1, 2026. The Town reserves the right to extend this contract for an additional two (2) year period pending successful completion of the contract and with the agreement of the successful vendor and the Public Works Superintendent. This contract may also be cancelled at any time by either party for any reason upon submission of a thirty (30) day written notice advising intend to cancel contract.

In compliance with the enclosed request for proposal, the undersigned offers and agrees, if this proposal were accepted within _____ days from the opening, to furnish the services as described herein at the prices quoted.

The undersigned, having carefully read and considered the terms and conditions of the Bid Document for Air Conditioning Maintenance, does hereby offer such services/materials on behalf of the Town, of the type and quality and in the manner described, and subject to and in accordance with the terms and conditions set forth in the Bid Document at the rates (expressed in words and figures).

SEAL (If corporation)

ADDRESS

BIDDER

Heating & Air Vendors 2026

Carolina Comfort Air, Inc.
Eduardo, Service Dept
5212 US 70 Bus. Hwy W
Clayton, NC 27520

(919) 550-7711 Office
sandra@carolinacomfortair.com

Pernell Heating & Air
Attn: Robert Berkin
519 S. Bright Leaf Blvd.
Smithfield, NC 27577

(919) 934-0153 Office
rb@callpernell.com

SPC Mechanical Services
Attn: Al Pitts
1500 Wendell Blvd.
Wendell, NC 27591

(919) 282-0105 Office

(919) 957-8998 **After Hours Emergency**
al.pitts@spcmechanical.com

FSI Maintenance and Repair
Attn: Val Ivanov
5485 Raynor Road
Garner, NC 27529

(919) 848-9239 Office
(919) 999-0282 Cellular
val@airconservicegroup.com

Comfort Systems USA
7311 ACC Blvd.
Raleigh, NC 27617

800-777-6986 Office
(919) 427-4215 (Greg Stephenson)
midatlanticservice@comfortsystemsusa.com

HTS – Heat Transfer Solutions, Inc.
John Johnson
Sonya Thomas
632 Old Roberts Road
Benson, NC 27504

(910) 803-1070 Office
(919) 938-9276 Fax
sonyathomas@hts.com

Starling Heating & A/C
Tim Starling
1080 Bluegrass Road
Selma, NC 27576

(919) 989-4822 Office
tim@starlingheatandcool.com

Bill Dail
Dail Mechanical
3200-110 Glen Royal Road
Raleigh, NC 27617

(919) 307-3100
billdail@dailmechanical.com

Envirotrol, LLC
Attn: James Mann
7311 ACC Blvd.
Raleigh, NC 27617

(336) 596-9786
James.mann@etrol.net

Kennedy's Heating & Air
488 Fowler Manning Rd.
Richlands, NC 28574

(910) 340-7061 Office
(910) 333-5559 Mobile
Hunter@kennedysheatingandair.net

Jacqui Smith

From: Kim Jones <primevendor123@gmail.com>
Sent: Monday, March 16, 2026 7:26 AM
To: z - Public Works Admin; Lawrence Davis
Subject: BID REQUEST

Good Morning,
I am requesting the following bid documents via email, in electronically format.

Title:HVAC Maintenance Services
Bid #: N/A
Due Date: 03-19-2026

Please email me the bids to the following email address: Primevendor123@gmail.com
If the files are too large to send over the internet, then please use our FTP site to upload the bid: <http://nepalfileupload.prime-vendor.com/>

Best Regards,
Kim Jones
Administrative Assistant
Prime Vendor Inc.
4622 Cedar Avenue
Wilmington, North Carolina 28403-4429
Phone: 910-805-9630
Fax: 910-726-1973
Email: Primevendor123@gmail.com

Jacqui Smith

From: Jacqui Smith
Sent: Friday, March 6, 2026 11:43 AM
To: 'sandra@carolinacomfortair.com'
Subject: RE: Town of Smithfield RFP for HVAC Maintenance FY 2026-2028
Attachments: HVAC Bid Proposal - FY 2026-2028.2.doc

The Town of Smithfield, NC is requesting BIDS for the HVAC Maintenance for FY 2026-2028. Please review the attached Bid Packet and consider submitting a bid before the Bid Opening date March 19, 2026 at 2:00 PM.

Thank you,

Jacqui Smith
Department Coordinator
Town of Smithfield Public Works Dept.
PO Box 761
231 Hospital Road
Smithfield, NC 27577
(919) 934-2596 (office)
jacqui.smith@smithfield-nc.com

Jacqui Smith

From: Jacqui Smith
Sent: Friday, March 6, 2026 11:46 AM
To: 'rb@callpernell.com'
Subject: RE: Town of Smithfield RFP for HVAC Maintenance FY 2026-2028
Attachments: HVAC Bid Proposal - FY 2026-2028.2.doc

Robert Berkin,

The Town of Smithfield, NC is requesting BIDS for the HVAC Maintenance for FY 2026-2028. Please review the attached Bid Packet and consider submitting a bid before the Bid Opening date March 19, 2026 at 2:00 PM.

Thank you,

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Department Coordinator
Town of Smithfield Public Works Dept.
PO Box 761
231 Hospital Road
Smithfield, NC 27577
(919) 934-2596 (office)
jacqui.smith@smithfield-nc.com

Jacqui Smith

From: Jacqui Smith
Sent: Friday, March 6, 2026 11:47 AM
To: 'al.pitts@spcmechanical.com'
Subject: RE: Town of Smithfield RFP for HVAC Maintenance FY 2026-2028
Attachments: HVAC Bid Proposal - FY 2026-2028.2.doc

Al Pitts,

The Town of Smithfield, NC is requesting BIDS for the HVAC Maintenance for FY 2026-2028. Please review the attached Bid Packet and consider submitting a bid before the Bid Opening date March 19, 2026 at 2:00 PM.

Thank you,

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Department Coordinator
Town of Smithfield Public Works Dept.
PO Box 761
231 Hospital Road
Smithfield, NC 27577
(919) 934-2596 (office)
jacqui.smith@smithfield-nc.com

From: Jacqui Smith
Sent: Friday, March 6, 2026 11:49 AM
To: 'val@airconservicegroup.com'
Subject: RE: Town of Smithfield RFP for HVAC Maintenance FY 2026-2028
Attachments: HVAC Bid Proposal - FY 2026-2028.2.doc

Val Ivanov,

The Town of Smithfield, NC is requesting BIDS for the HVAC Maintenance for FY 2026-2028. Please review the attached Bid Packet and consider submitting a bid before the Bid Opening date March 19, 2026 at 2:00 PM.

Thank you,

Jacqui Smith
Department Coordinator
Town of Smithfield Public Works Dept.
PO Box 761
231 Hospital Road
Smithfield, NC 27577
(919) 934-2596 (office)
jacqui.smith@smithfield-nc.com

Jacqui Smith

From: Jacqui Smith
Sent: Friday, March 6, 2026 2:31 PM
To: 'midatlanticservice@comfortsystemsusa.com'
Subject: RE: Town of Smithfield RFP for HVAC Maintenance FY 2026-2028
Attachments: HVAC Bid Proposal - FY 2026-2028.2.doc

Comfort Systems USA,

The Town of Smithfield, NC is requesting BIDS for the HVAC Maintenance for FY 2026-2028. Please review the attached Bid Packet and consider submitting a bid before the Bid Opening date March 19, 2026 at 2:00 PM.

Thank you,

Jacqui Smith
Department Coordinator
Town of Smithfield Public Works Dept.
PO Box 761
231 Hospital Road
Smithfield, NC 27577
(919) 934-2596 (office)
jacqui.smith@smithfield-nc.com

Jacqui Smith

From: Jacqui Smith
Sent: Friday, March 6, 2026 11:55 AM
To: sonyathomas@htsnc.com
Subject: RE: Town of Smithfield RFP for HVAC Maintenance FY 2026-2028
Attachments: HVAC Bid Proposal - FY 2026-2028.2.doc

Sonya Thomas,

The Town of Smithfield, NC is requesting BIDS for the HVAC Maintenance for FY 2026-2028. Please review the attached Bid Packet and consider submitting a bid before the Bid Opening date March 19, 2026 at 2:00 PM.

Thank you,

Jacqui Smith
Department Coordinator
Town of Smithfield Public Works Dept.
PO Box 761
231 Hospital Road
Smithfield, NC 27577
(919) 934-2596 (office)
jacqui.smith@smithfield-nc.com

Jacqui Smith

From: Jacqui Smith
Sent: Friday, March 6, 2026 11:56 AM
To: tim@starlingheatandcool.com
Subject: RE: Town of Smithfield RFP for HVAC Maintenance FY 2026-2028
Attachments: HVAC Bid Proposal - FY 2026-2028.2.doc

Tim Starling,

The Town of Smithfield, NC is requesting BIDS for the HVAC Maintenance for FY 2026-2028. Please review the attached Bid Packet and consider submitting a bid before the Bid Opening date March 19, 2026 at 2:00 PM.

Thank you,

Jacqui Smith
Department Coordinator
Town of Smithfield Public Works Dept.
PO Box 761
231 Hospital Road
Smithfield, NC 27577
(919) 934-2596 (office)
jacqui.smith@smithfield-nc.com

Jacqui Smith

From: Jacqui Smith
Sent: Friday, March 6, 2026 11:57 AM
To: 'billdail@dailmechanical.com'
Subject: RE: Town of Smithfield RFP for HVAC Maintenance FY 2026-2028
Attachments: HVAC Bid Proposal - FY 2026-2028.2.doc

Bill Dail,

The Town of Smithfield, NC is requesting BIDS for the HVAC Maintenance for FY 2026-2028. Please review the attached Bid Packet and consider submitting a bid before the Bid Opening date March 19, 2026 at 2:00 PM.

Thank you,

Jacqui Smith
Department Coordinator
Town of Smithfield Public Works Dept.
PO Box 761
231 Hospital Road
Smithfield, NC 27577
(919) 934-2596 (office)
jacqui.smith@smithfield-nc.com

From: Jacqui Smith
Sent: Friday, March 6, 2026 12:05 PM
To: james.mann@etrol.net
Subject: RE: Town of Smithfield RFP for HVAC Maintenance FY 2026-2028
Attachments: HVAC Bid Proposal - FY 2026-2028.2.doc

James Mann,

The Town of Smithfield, NC is requesting BIDS for the HVAC Maintenance for FY 2026-2028. Please review the attached Bid Packet and consider submitting a bid before the Bid Opening date March 19, 2026 at 2:00 PM.

Thank you,

Jacqui Smith
Department Coordinator
Town of Smithfield Public Works Dept.
PO Box 761
231 Hospital Road
Smithfield, NC 27577
(919) 934-2596 (office)
jacqui.smith@smithfield-nc.com

Jacqui Smith

From: z - Public Works Admin
Sent: Friday, March 13, 2026 1:03 PM
To: Hunter McNamara; z - Public Works Admin; Lawrence Davis
Subject: RE: HVAC Maintenance Services
Attachments: HVAC Bid Proposal - FY 2026-2028.2.doc

Hello, Hunter,

The Town of Smithfield, NC is requesting BIDS for the HVAC Maintenance for FY 2026-2028. Please review the attached Bid Packet and consider submitting a bid before the Bid Opening date March 19, 2026 at 2:00 PM.

Thank you,

Jacqui Smith

Department Coordinator
Town of Smithfield Public Works Dept.
PO Box 761
231 Hospital Road
Smithfield, NC 27577
(919) 934-2596 (office)
jacqui.smith@smithfield-nc.com

From: Hunter McNamara <Hunter@kennedysheatingandair.net>
Sent: Friday, March 13, 2026 10:29 AM
To: z - Public Works Admin <publicworksadmin@smithfield-nc.com>; Lawrence Davis <Lawrence.davis@smithfield-nc.com>
Subject: HVAC Maintenance Services

Good morning. Can I please get the bid documents to this job. Thank you



Hunter
McNamara
Nc Lic.
S.37802

Kennedys Heating and Air
Hunter@kennedysheatingandair.net
Kennedysheatingandair.net
(D) 910-340-7061
(M) 910-333-5559



State of North Carolina

County of Johnston County

This agreement made and entered into this 7th day of April, 2026, by and between the Town of Smithfield (hereinafter “Smithfield” or “Town”) and Heat Transfer Solutions.

I. DUTIES

For and in consideration of the covenants and agreements of Heat Transfer Solutions as contained herein, SMITHFIELD hereby covenants and agrees with Heat Transfer Solutions as follows:

SMITHFIELD agrees to pay Heat Transfer Solutions for HVAC Maintenance Services in Town Hall, Police Dept., Sarah Yard Community Center, Smithfield Fire Dept., Smithfield Fire Dept. – Station #2, Public Works Bldg. & Garage, Operation Center, Water Plant, and Hastings House for the cost of **\$7,128.00** annually for a two-year term, beginning the 1st day of July, 2026. Each Facility will be serviced during normal hours of operation between 8:00 am – 5:00 pm.

All facilities shall be serviced in a reasonable manner and to a high commercial standard as reasonably determined by Town.

The obligation is to keep facilities comfortable at all times. In the event of an emergency, Heat Transfer Solutions is required to have a representative address the said emergency within the same day of the call between the hours of 8:00 am – 5:00 pm. Heat Transfer Solutions will be required to complete specifications for services at each facility according to the included specifications that are outlined in this agreement.

Payment for services by the Town to Heat Transfer Solutions will be made following at least monthly billing within 30 days unless a charge or bill disputed in which case the non-disputed portion will be paid within 30 days.

II. SPECIFICATIONS

The specifications as set forth below shall be followed for each facility:

The air conditioning systems requiring monthly service under this contract are located at the following locations:

1. Water Plant, 515 N 2nd Street
2. Garage/Public Works, 231 Hospital Road
3. Operations Center – including window units, 230 Hospital Road
4. Smithfield Fire Department, 111 S. 4th Street
5. Smithfield Fire Department Station 2, 1200 W. Market St.
6. Town Hall, 350 E Market Street
7. Smithfield Police Department, 110 S 5th Street
8. Sarah Yard Community Center, 909 E. Lee St.
9. Hastings House, 200 S. Front Street

Please provide cost proposals for the following services:

1. Change all A/C filters twelve (12) times per year with regular throw away type air filters. Please provide documentation when filters have been changed.
2. Perform a thorough check inspection of equipment two times per year. Provide written documentation of results.
3. A thorough check and inspection shall include the following:
 - Verify proper function of all operating controls and safety devices.
 - Lubricate motors and bearings when possible.
 - Clean condenser and evaporator coils as needed, but not less than once a year.
 - Check refrigerant pressure levels, both high and low sides.
 - Check all electrical connections for tightness.
 - Check condensate drains, clear when needed.
 - Verify and document proper operation.
4. Report to the Town of Smithfield representative any conditions that shall require correction or repair.
5. Please provide an itemized per building cost and total cost of contract.

III. TERM

SMITHFIELD and Heat Transfer Solutions further covenant and agree that this agreement will be in effect from July 1, 2026 through July 1, 2028. The Town of Smithfield reserves the right to extend this contract for an additional two (2) year period pending successful completion of the said agreement. This agreement may also be canceled at any time by either party for any reason upon submission of a thirty (30) day written notice advising intent to cancel agreement.

IV. OTHER REQUIREMENTS

Heat Transfer Solutions agrees to maintain comprehensive liability and insurance in an amount no less than \$500,000 for all activities it conducts on the premises of for the Town under this agreement or as otherwise performed by its employees while on Town property or while servicing the Town. Evidence of such coverage shall be provided to the Town upon request. Heat Transfer Solutions further warrants that it meets all workers compensation requirements set forth by the laws of North Carolina and agrees to hold harmless the Town in the case of any claim made against the Town by one of its employees while working under this agreement while at a town facility in in any capacity.

Heat Transfer Solutions fully acknowledges that it is an independent contractor hired for specific services by the Town and Heat Transfer Solutions is responsible for its own hired employees for all payment, wages, salary, income taxes and related charges and that the Town is not responsible for any of these costs or charges in any manner whatsoever. Heat Transfer Solutions will hold the Town harmless for any such charges or claims made against it by employees or other parties related to Heat Transfer Solutions employees or services.

Heat Transfer Solutions is required to comply with, and agrees to comply with, the current E-Verify requirements for contractors and its sub-contractors working with local governments as set forth in NCGS Chapter 64 Article 2.

V. MISCELLANEOUS

A. Merger and Modification. This instrument constitutes the entire agreement between the parties and supersedes any and all prior agreements, arrangements and understandings, whether oral or written, between the parties. All negotiations, correspondence and memorandums passed between the parties hereto are merged herein and this agreement cancels and supersedes all prior agreements between the parties with reference thereto. No modification of this instrument shall be binding unless in writing, attached hereto, and signed by the party against whom or which it is sought to be enforced.

B. Waiver. No waiver of any right or remedy shall be effective unless in writing and nevertheless shall not operate as a waiver of any other right or remedy or of the same right or remedy on a future occasion.

C. Caption and Words. The captions and headings contained herein are solely for convenience and reference and do not constitute a part of this instrument. All words and phrases in this instrument shall be construed to include the singular and plural number, and the masculine, feminine or neuter gender, as the context requires.

D. Binding Effect. This instrument shall be binding upon and shall insure to the benefit of the parties and their heirs, successors and permitted assigns.

E. North Carolina Law. This instrument shall be construed in accordance with the laws of North Carolina without giving effect to its conflict of laws principles.

F. Forum Selection. In any action arising from or to enforce this agreement, the parties agree (a) to the jurisdiction and venue exclusively of the state courts in Johnston County, North Carolina.

G. Limitation of Liability. No party will be liable to another party, or to the extent this agreement may limit the same to any third party, for any special, indirect,

incidental, exemplary, consequential or punitive damages arising out of or relating to this agreement, whether the claims allege tortious conduct (including negligence) or any other legal theory.

F. Two Originals. This instrument may be executed in two (2) or more counterparts as the parties may desire, and each counterpart shall constitute an original.

H. Follow Through. Each party will execute and deliver all additional documents and do all such other acts as may be reasonably necessary to carry out the provisions and intent of this instrument.

I. Authority. Any corporate party or business entities and its designated partners, venturers, or officers have full and complete authority to sell, assign and convey the contracts and assume the obligations referred to herein; said corporations or entities are in good standing under North Carolina law.

J. Severability. If any one or more of the terms, provisions, covenants or restrictions of this agreement shall be determined by a Court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the terms, provisions, covenants and restrictions of this Contract shall remain in full force and effect and shall in no way be affected, impaired or invalidated. If, moreover, any one or more of the provisions contained in this Contract shall for any reason be determined by a Court of competent jurisdiction to be excessively broad as to duration, geographical scope, activity or subject, it shall be construed, by limiting or reducing it, so as to be enforceable to the extent compatible with the then applicable law.

K. Notice. All notices, demands or writings in this Contract provided to be given or made or sent that may be given or made or sent by either party hereto to the other, shall be deemed to have been fully given or made or sent when made in writing and deposited in the United States Mail, registered and postage prepaid, and addressed as follows:

To Town of Smithfield:

Town of Smithfield
Attn: Town Manager
350 East Market Street
PO Box 761
Smithfield, NC 27577

To Heat Transfer Solutions

The address to which any notice, demand or writing may be given or made or sent to any party as above provided may be changed by written notice given by such party as above provided.

In Witness Whereof, the parties hereto have executed this agreement in duplicate originals, one of which is retained by each of the parties, the day and year above written.

By: Town of Smithfield, NC

By: Heat Transfer Solutions
632 Old Roberts Rd
Benson, NC 27504

Title: _____

Title: _____

Name: _____
(Print)

Name: _____
(Print)

Sign: _____

Sign: _____

Approved as to Form:

Town Attorney, Robert Spence, Esq.

This instrument has been preaudited in the manner required by the NC Local Government Budget and Fiscal Control Act.

Tracey Stubblefield, Finance Director
Town of Smithfield, NC



Request for Town Council Action

**Consent FY 2027
Agenda Maintenance
Item Agreement
Date: 04/07/2026**

Subject: FY 26/27 Grounds Agreement for DOT Right of Ways, I-95 Exits, all Towns Right of Ways, Medians and Landscaping buildings

Department: Public Works Department

Presented by: Public Works Director – Lawrence Davis

Presentation: Consent Agenda Item

Issue Statement

The Public Works Department is requesting to enter into an Agreement between the Town of Smithfield and Lion Group Services for the FY 2026-2027; this agreement is renewable for two years on an annual basis.

Financial Impact

Recommended for FY27 will be lowest bid cost of \$59,592

Action Needed

A motion to approve the agreement with Lion Group Services for maintenance services on DOT Right of Ways, I-95 exits, all town right of ways, medians and buildings landscaping with an attached agreement and authorize the Interim Town Manager to execute the agreement on behalf of the Town.

Recommendation

Staff recommends approval.

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Bid Documents
3. Lion Group Services Contract



Staff Report

**Consent FY 2027
Agenda Maintenance
Item Agreement**

This agreement is renewable for 2 years on an annual basis. The contract consists of cutting DOT Right of Ways, I-95 exits, all town right of ways, medians and buildings and landscaping. Ten (10) Bid packets were sent out to area contractors. We received proposals from six (6) companies, two (2) companies were disqualified due to information requested from bid packet not provided. The following were qualified and bids accepted as follows:

- | | |
|---|--------------------|
| 1. Lion Group Services | \$59,592.00 yearly |
| 2. JDR Lawn Care | \$64,560.00 yearly |
| 3. 4S Lawncare | \$86,400.00 yearly |
| 4. Mallard Landscaping | \$89,000.00 yearly |
| 5. Lane Lawn Care | Disqualified |
| 6. Professional Lawn Care & Landscaping | Disqualified |

Funds for all the above services will be budgeted in the FY 2026-2027 Adopted budget.

Lion Group Services has good references, a 36-man crew and the list of his equipment is verified.



TOWN OF SMITHFIELD

231 Hospital Rd.

PO Box 761

Smithfield, NC 27577

(919) 934-2596

**FY 2026-2028 Grounds Maintenance Services
Public Works Department**

RFP Opening – (Feb 18, 2026, 2:00 pm)

COMPANY	BID AMOUNT	
Lion Group Services	\$59,592	
JDR Lawn Care	\$64,560	
4S Lawncare	\$86,400	
Mallard Landscaping	\$89,000	
Lane Landscaping	Disqualified	No Pesticide license Provided
Professional Lawn services	Disqualified	No Pesticide license Provided

36 Staff

**BID FORM
TOWN OF SMITHFIELD
GROUNDS MAINTENANCE SERVICES**

FOR THE PURPOSE OF DETERMINING BID PROPOSAL AMOUNTS, THE WORK UNDER THE AWARDED CONTRACT WILL BE CONDUCTED IN ACCORDANCE WITH THE ATTACHED SPECIFICATIONS.

FROM: Lion Group Services LLC

BIDDER: Matthew Lowe **SUBMITTED:** 2/17/2026

ADDRESS: PO Box 93515 Fuquay-Varina, NC **PHONE:** 919-561-0233

The lump sum amounts and prices listed below include all labor, materials, overhead, profit, insurance, taxes, etc. to cover the work outlined in the scope of work attached. **Note: in the Scope of Services the dollar amount associated with Exit 95 will not be invoiced or paid until Exit 95 is officially reopened and accessible for Exit 95 will be added upon the reopening of I-95 in the summer of 2027.**

Scope of Services offered by the BIDDER shall be provided for the period from July 1, 2026, through June 30, 2028. The OWNER reserves the right to extend or eliminate service scope by negotiation.

ITEM # 1: Right-of-Ways	\$ <u>29,376</u>	
ITEM # 2: I-95 Exits	\$ <u>14784</u>	Exit 93
(Exit 93 & 95)	\$ <u>15432</u>	Exit 95
TOTAL BID:	\$ <u>59592</u>	

The undersigned, as BIDDER, hereby declares that the only person, or persons, interested in this BID as principal(s) is, or are, named herein; that no other persons have any interest in the BID or in the Agreement to be entered into: that this BID is made without connection with any person, company or parties making a BID; and that it is in all respects fair and in good faith without collusion or fraud.

The BIDDER further declares that he has examined the Scope of Services and informed himself fully in regard to all conditions pertaining to the place where the work is to be done; and that he has satisfied himself as to the work to be performed.

The BIDDER further proposes and agrees, if this BID is accepted, to contract with the OWNER, the Town of Smithfield, in the attached form to contract, to furnish all materials, equipment, tools, apparatus, means of transportation, and labor necessary thereto, and to complete the Scope of Services in full and complete satisfaction of the OWNER at the prices listed hereafter.

Signature of Bidder: Matthew Lowe

Proposed Subcontractor (s) (if any will be used:

Name	Address	Type and Extent of Work

REFERENCE PAGE
(MUST BE FILLED OUT BY BIDDER)

Line Group Services

RECEIVED FEB 18 2026 11:58

Please list at least three (3) current or past clients

Name Matthew Turnbull Years Known 6

Address 5425 Page Road #100, Durham NC Phone 919-281-2358

Services Provided Landscape Install, Maintenance

Flower Herbicide
Weekly Report Maintenance Detailed "

Name Matthew Leffler Years Known 10

Address 11010 Raven Ridge Rd, Raleigh NC Phone 919-848-4811

Services Provided Landscape Install, maintenance, Snow Service

Name Aaron Campbell Years Known 3

Address 4000 Arrowhead Blvd St 198, Mebane NC Phone 919-304-1687

Services Provided Landscape Maintenance, Enhancement plantings, Snow Service

PLEASE LIST NC DOA, NC PESTICIDE BOARD, PESTICIDE APPLICATOR IDENTIFICATION

Name on License Brandon Lee Pearce

Name of Applicator Brandon Lee Pearce

License No. 026-36501

Classification 026-Ground Pesticide Applicator

Certification Code(s) L,E

Expiration Date 12/31/2026

2026

NOT TRANSFERABLE
STATUTE GS 81.106.119

North Carolina Department of Agriculture & Consumer Services
Steve Troxler, Commissioner
License/Certificate

LICENSE/CERTIFICATE NO.
026-36501

By Authority of the NC Pesticide Board

CLASSIFICATION 026-Ground Pesticide Applicator

EXPIRATION DATE 12/31/2026

Categories: L, E

LICENSEE OR CERTIFICATOR PEARCE, BRANDON LEE
COMMERCIAL LANDSCAPE MANAGEMENT
100 TRANTHAM TRAIL
CLAYTON NC 27527



Steve Troxler

STEVE TROXLER, COMMISSIONER

THIS LICENSE/CERTIFICATE MAY BE SUBJECT TO REVOCATION OR SUSPENSION AS PROVIDED BY LAW

**BID FORM
TOWN OF SMITHFIELD
GROUNDS MAINTENANCE SERVICES**

FOR THE PURPOSE OF DETERMINING BID PROPOSAL AMOUNTS, THE WORK UNDER THE AWARDED CONTRACT WILL BE CONDUCTED IN ACCORDANCE WITH THE ATTACHED SPECIFICATIONS.

FROM: Jamaul Rodgers, JDR Lawn Care Inc

BIDDER: JDR Lawn Care Inc SUBMITTED: 02-18-2026

ADDRESS: PO Box 118, Princeton, NC 27569 PHONE: 252-508-1113

The lump sum amounts and prices listed below include all labor, materials, overhead, profit, insurance, taxes, etc. to cover the work outlined in the scope of work attached. Note: in the Scope of Services the dollar amount associated with Exit 95 will not be invoiced or paid until Exit 95 is officially reopened and accessible for Exit 95 will be added upon the reopening of I-95 in the summer of 2027.

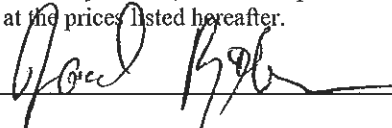
Scope of Services offered by the BIDDER shall be provided for the period from July 1, 2026, through June 30, 2028. The OWNER reserves the right to extend or eliminate service scope by negotiation.

ITEM # 1: Right-of-Ways	\$	<u>45,600.00</u>	
ITEM # 2: I-95 Exits	\$	<u>9,360.00</u>	Exit 93
(Exit 93 & 95)	\$	<u>1,9600.00</u>	Exit 95 27-28
TOTAL BID:	\$	<u>64,560.00</u>	

The undersigned, as BIDDER, hereby declares that the only person, or persons, interested in this BID as principal(s) is, or are, named herein; that no other persons have any interest in the BID or in the Agreement to be entered into: that this BID is made without connection with any person, company or parties making a BID; and that it is in all respects fair and in good faith without collusion or fraud.

The BIDDER further declares that he has examined the Scope of Services and informed himself fully in regard to all conditions pertaining to the place where the work is to be done; and that he has satisfied himself as to the work to be performed.

The BIDDER further proposes and agrees, if this BID is accepted, to contract with the OWNER, the Town of Smithfield, in the attached form to contract, to furnish all materials, equipment, tools, apparatus, means of transportation, and labor necessary thereto, and to complete the Scope of Services in full and complete satisfaction of the OWNER at the prices listed hereafter.

Signature of Bidder: 

Proposed Subcontractor (s) (if any will be used:

Name	Address	Type and Extent of Work
N/A	N/A	N/A

REFERENCE PAGE
(MUST BE FILLED OUT BY BIDDER)

JDR Lawn Care Inc

Please list at least three (3) current or past clients

Name Michael Turner Years Known 7 years

Address 1500 Beatty St, Greenville, NC 27834 Phone 252-214-0371

Services Provided Mowing of city wide right of ways, 2 cemeteries, and 100+ acres of flood lots for the City of Greenville, Public Works

Name Aisha Holton Years Known 6 years

Address 1103 Broad St, Greenville, NC 27834 Phone 252-329-4070

Services Provided Providing mowing services for 7 complexes for the Housing Authority of the City of Greenville

Name Chris Coughlin Years Known 10 years

Address Right of Way Unit, 1546 Mail Service Center, Raleigh, NC 27601 Phone 919-707-4383

Services Provided Mowing of NCDOT right of ways and lots

PLEASE LIST NC DOA, NC PESTICIDE BOARD, PESTICIDE APPLICATOR IDENTIFICATION

Name on License Jamaul Rodgers, JDR Lawn Care Inc

Name of Applicator Jamaul Rodgers

License No. 026-32089

Classification 026-Ground Pesticide Applicator

Certification Code(s) L, E

Expiration Date 12-31-2026

026

LICENSE/CERTIFICATE NO.
026-32089

North Carolina Department of Agriculture & Consumer Services
Steve Troxler, Commissioner
License/Certificate

By Authority of the NC Pesticide Board

EXPIRES
106.119

CLASSIFICATION 026-Ground Pesticide Applicator

ISSUANCE DATE 12/31/2026

L, E

RODGERS, JAMAUL
JDR LAWN CARE INC.
112 PERIGNON DR
PRINCETON

NC 27569



Steve Troxler
STEVE TROXLER, COMMISSIONER

CERTIFICATE MAY BE SUBJECT TO REVOCATION OR SUSPENSION AS PROVIDED BY LAW

**BID FORM
TOWN OF SMITHFIELD
GROUNDS MAINTENANCE SERVICES**

FOR THE PURPOSE OF DETERMINING BID PROPOSAL AMOUNTS, THE WORK UNDER THE AWARDED CONTRACT WILL BE CONDUCTED IN ACCORDANCE WITH THE ATTACHED SPECIFICATIONS.

FROM: 4S Lawn Care LLC
BIDDER: Christopher Shambaugh **SUBMITTED:** February 9th, 2026
ADDRESS: 1188 Jerusalem Church Rd Kenly NC 27542 **PHONE:** 984-289-3024

The lump sum amounts and prices listed below include all labor, materials, overhead, profit, insurance, taxes, etc. to cover the work outlined in the scope of work attached. Note: in the Scope of Services the dollar amount associated with Exit 95 will not be invoiced or paid until Exit 95 is officially reopened and accessible for Exit 95 will be added upon the reopening of I-95 in the summer of 2027.

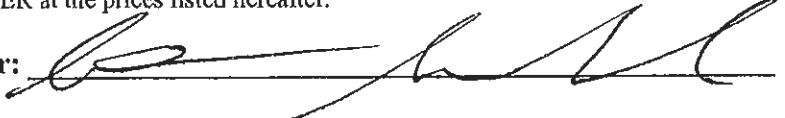
Scope of Services offered by the BIDDER shall be provided for the period from July 1, 2026, through June 30, 2028. The OWNER reserves the right to extend or eliminate service scope by negotiation.

ITEM # 1: Right-of-Ways	\$	<u>37,200.00</u>	
ITEM # 2: I-95 Exits	\$	<u>37,200.00</u>	Exit 93
(Exit 93 & 95)	\$	<u>12,000.00</u>	Exit 95
TOTAL BID:	\$	<u>86,400.00</u>	

The undersigned, as BIDDER, hereby declares that the only person, or persons, interested in this BID as principal(s) is, or are, named herein; that no other persons have any interest in the BID or in the Agreement to be entered into: that this BID is made without connection with any person, company or parties making a BID; and that it is in all respects fair and in good faith without collusion or fraud.

The BIDDER further declares that he has examined the Scope of Services and informed himself fully in regard to all conditions pertaining to the place where the work is to be done; and that he has satisfied himself as to the work to be performed.

The BIDDER further proposes and agrees, if this BID is accepted, to contract with the OWNER, the Town of Smithfield, in the attached form to contract, to furnish all materials, equipment, tools, apparatus, means of transportation, and labor necessary thereto, and to complete the Scope of Services in full and complete satisfaction of the OWNER at the prices listed hereafter.

Signature of Bidder: 

Proposed Subcontractor (s) (if any will be used:

Name	Address	Type and Extent of Work

**REFERENCE PAGE
(MUST BE FILLED OUT BY BIDDER)**

Please list at least three (3) current or past clients

Name Britt Young Years Known 1
Address 1506 Landis St Sanford NC Phone 919-356-2706
Services Provided Lawn Maintenance for several commercial properties

Name Jason Boggs Years Known 4
Address 3001 Barnsley Trl Raleigh NC Phone 919-669-8276
Services Provided Lawn and Landscape installations and maintenance

Name Didi Lucas Years Known 10
Address Bluegrass Rd Kenly NC Phone 919-291-8739
Services Provided Landscape and Maintenance for Lions Club of Selma

PLEASE LIST NC DOA, NC PESTICIDE BOARD, PESTICIDE APPLICATOR IDENTIFICATION

Name on License 4S Lawn Care LLC
Name of Applicator Christopher Shambaugh
License No. 026-42236
Classification Ground Applicator
Certification Code(s) L, E
Expiration Date June 30, 2029

2026

North Carolina Department of Agriculture & Consumer Services
Steve Troxler, Commissioner
License/Certificate

LICENSE/CERTIFICATE NO.
026-42238

By Authority of the NC Pesticide Board

NOT TRANSFERABLE
STATUTE GS 91.106.119

CLASSIFICATION 026-Ground Pesticide Applicator

EXPIRATION DATE 12/31/2026

Categories: L, E

LICENSEE OR CERTIFICATOR SHAMBAUGH, CHRISTOPHER
4 S LAWN CARE LLC
1188 JERUSALEM CHURCH RD.
KENLY NC 27542



Steve Troxler
STEVE TROXLER, COMMISSIONER

THIS LICENSE/CERTIFICATE MAY BE SUBJECT TO REVOCATION OR SUSPENSION AS PROVIDED BY LAW

INSTRUCTIONS

1. Cut this ID card along the dotted lines and fold.
2. LAMINATE THE CARD.
3. Keep this card in your possession at all times.
4. Present this applicator ID card at all training sessions.
5. Pesticide Section (919) 733-3556

Education Credits must be earned by: 06/30/2029

Categories Held: L, E

Category Codes

A. Aquatic	I. Regulatory	N. Demo. and Research
B. Public Health	K. Ag. Pest Animal	O. Ag. Pest Plant
E. Core	L. Ornamental and Turf	S. Soil Fumigation
G. Forest	M. Seed Treatment	T. Wood Treatment
H. Right of Way		



026 42238

back

SHAMBAUGH, CHRISTOPHER
4 S LAWN CARE LLC
1188 JERUSALEM CHURCH RD.
KENLY NC 27542

NCDA & CS
NORTH CAROLINA PESTICIDE BOARD
PESTICIDE APPLICATOR IDENTIFICATION

Ground Applicator

License No.

026-42238

SHAMBAUGH, CHRISTOPHER



LICENSE EXPIRATION DATE:

12/31/2026

Fold this flap inside first

Please laminate this card.

SHAMBAUGH, CHRISTOPHER



026 42238

ESTIMATE

4S Lawn Care

1188 Jerusalem Church Road
Kenly, NC 27542
(984) 289-3024

4slawncare4u@gmail.com



To:
Town of Smithfield Public Works (Lawrance Davis)
231 Hospital Rd
Smithfield, NC 27577

Estimate # 3120
Estimate Date 02/06/2026
Total Amount \$86,400.00

Item	Quantity	Price	Tax1	Tax2	Line Total
Monthly Maintenance	12.0	\$7,200.00			\$86,400.00
		Subtotal:			\$86,400.00
		Tax:			\$0.00
		Past Due Amount:			\$0.00
		Total Amount:			\$86,400.00

Notes

Details of maintenance

- All turfgrass will be trimmed and mowed at a height of no more than two inches and will be cut no less than once every 14 days from April 1 through November 1 of the growing season.
- Shrubbery will be pruned to maintain an acceptable size and shape no less than once from April 1 through August 15 of the growing season, and no less than once during the dormant season.
- Street trees will be trimmed and trunked as needed to maintain acceptable shape throughout the growing season.
- Insecticides will be applied to control insect infestation and minimize damage to shrubs as needed.
- Herbicides will be applied as needed to maintain the shrub beds, around trees, fence lines, curbing, sidewalk and signs in a weed free condition.
- Litter will be removed at each location as necessary prior to any mowing operation and as necessary during the intervals between each mowing.
- All debris left on sidewalks, parking lots, streets, or other surfaces from maintenance operations will be removed prior to the end of each workday.

Cost per item

-Right of ways to include the following:

Railroad Underpass, on Hwy 70 Business, between Futrell Way and Hwy 301(Brightleaf Blvd)
Hwy 70 Business from the Neuse River Bridge to the western Town Limit, all landscape beds including median and sides, island
between 210 Hwy and 70 Hwy split and Welcome to Smithfield sign
Traffic islands at Hwy 301 and Third Street including tree orchard beside BP station
Martin Luther King Jr Blvd., from College Road and Furlong Drive
Marked Street, from Hwy 301 to the Neuse River Bridge
230 Hospital Road Operation center
231 Public Works Building
Towne Center Pl. landscape beds including median and sides
Cost of this item is \$3,100.00 monthly

-I-95 Exit 93

Cost is \$3,100.00 monthly

-I-95 Exit 95

Cost is \$1,000.00 monthly

License and Insurance information

4S Lawn Care LLC holds NCDA&CS License

License No. 026-42236

Classification: Ground Applicator

Certification Codes: L E

Expiration Date: June 30, 2029

4S Lawn Care LLC is insured by Farm Bureau Insurance Group

We hold a general liability policy along with an umbrella policy and worker's comp

**TOWN OF SMITHFIELD
 GROUNDS MAINTENANCE SERVICES**

RECEIVED FEB 18 2026

**FOR THE PURPOSE OF DETERMINING BID PROPOSAL AMOUNTS, THE WORK UNDER
 THE AWARDED CONTRACT WILL BE CONDUCTED IN ACCORDANCE WITH THE
 ATTACHED SPECIFICATIONS.**

FROM: Mallard Landscaping LLC
BIDDER: Chris Sauls **SUBMITTED:** 02/18/26
ADDRESS: 639 Luby Smith Rd, **PHONE:** 919-920-4539
Princeton, NC 27569

The lump sum amounts and prices listed below include all labor, materials, overhead, profit, insurance, taxes, etc. to cover the work outlined in the scope of work attached. Note: in the Scope of Services the dollar amount associated with Exit 95 will not be invoiced or paid until Exit 95 is officially reopened and accessible for Exit 95 will be added upon the reopening of I-95 in the summer of 2027.

Scope of Services offered by the BIDDER shall be provided for the period from July 1, 2026, through June 30, 2028. The OWNER reserves the right to extend or eliminate service scope by negotiation.

ITEM # 1: Right-of-Ways	\$ <u>8,000</u>	
ITEM # 2: I-95 Exits	\$ <u>7,000</u>	Exit 93
(Exit 93 & 95)	\$ <u>7,000</u>	Exit 95 <u>27-28</u>
TOTAL BID:	<u>\$ 89,000.00</u>	

The undersigned, as BIDDER, hereby declares that the only person, or persons, interested in this BID as principal(s) is, or are, named herein; that no other persons have any interest in the BID or in the Agreement to be entered into: that this BID is made without connection with any person, company or parties making a BID; and that it is in all respects fair and in good faith without collusion or fraud.

The BIDDER further declares that he has examined the Scope of Services and informed himself fully in regard to all conditions pertaining to the place where the work is to be done; and that he has satisfied himself as to the work to be performed.

The BIDDER further proposes and agrees, if this BID is accepted, to contract with the OWNER, the Town of Smithfield, in the attached form to contract, to furnish all materials, equipment, tools, apparatus, means of transportation, and labor necessary thereto, and to complete the Scope of Services in full and complete satisfaction of the OWNER at the prices listed hereafter.

Signature of Bidder: Chris Sauls

Proposed Subcontractor (s) (if any will be used:

Name	Address	Type and Extent of Work
-------------	----------------	--------------------------------

(MUST BE FILLED OUT BY BIDDER)

Please list at least three (3) current or past clients

Name Richard Braswell Years Known 10

Address 121 May Dr Phone 919-395-4785

Services Provided Ground Maintenance

Name Zack Doty Years Known 3

Address 50 W 5th St, Cincinnati, OH Phone 910-303-6764

Services Provided Commercial Ground Maintenance

Name Greg Walker Years Known 2

Address 309 E Market St Phone 919-604-0998

Services Provided Ground Maintenance

PLEASE LIST NC DOA, NC PESTICIDE BOARD, PESTICIDE APPLICATOR IDENTIFICATION

Name on License Bruce Proctor

Name of Applicator Bruce Proctor

License No. 026-38154

Classification 026- Ground Pesticide Applicator

Certification Code(s) L, E

Expiration Date 12/31/2026

NCDA & CS
NORTH CAROLINA PESTICIDE BOARD
PESTICIDE APPLICATOR IDENTIFICATION

Ground Applicator

License No.

026-32551



WILLIAMS, CHARLES L.

LICENSE EXPIRATION DATE

12/31/2026

**BID FORM
TOWN OF SMITHFIELD
GROUNDS MAINTENANCE SERVICES**

FOR THE PURPOSE OF DETERMINING BID PROPOSAL AMOUNTS, THE WORK UNDER THE AWARDED CONTRACT WILL BE CONDUCTED IN ACCORDANCE WITH THE ATTACHED SPECIFICATIONS.

FROM: Lane Landscaping, Mark Lane
 BIDDER: Mark Lane SUBMITTED: 2/17/2026
 ADDRESS: 2108 Yelverton Grove Smithfield PHONE: 919 669 3615

The lump sum amounts and prices listed below include all labor, materials, overhead, profit, insurance, taxes, etc. to cover the work outlined in the scope of work attached. Note: in the Scope of Services the dollar amount associated with Exit 95 will not be invoiced or paid until Exit 95 is officially reopened and accessible for Exit 95 will be added upon the reopening of I-95 in the summer of 2027.

Scope of Services offered by the BIDDER shall be provided for the period from July 1, 2026, through June 30, 2028. The OWNER reserves the right to extend or eliminate service scope by negotiation.

ITEM # 1: Right-of-Ways	\$	<u>1759</u>	
ITEM # 2: I-95 Exits	\$	<u>416</u>	Exit 93
(Exit 93 & 95)	\$	<u>416</u>	Exit 95
TOTAL BID:	\$	<u>2591</u>	

The undersigned, as BIDDER, hereby declares that the only person, or persons, interested in this BID as principal(s) is, or are, named herein; that no other persons have any interest in the BID or in the Agreement to be entered into; that this BID is made without connection with any person, company or parties making a BID; and that it is in all respects fair and in good faith without collusion or fraud.

The BIDDER further declares that he has examined the Scope of Services and informed himself fully in regard to all conditions pertaining to the place where the work is to be done; and that he has satisfied himself as to the work to be performed.

The BIDDER further proposes and agrees, if this BID is accepted, to contract with the OWNER, the Town of Smithfield, in the attached form to contract, to furnish all materials, equipment, tools, apparatus, means of transportation, and labor necessary thereto, and to complete the Scope of Services in full and complete satisfaction of the OWNER at the prices listed hereafter.

Signature of Bidder: Mark Lane

Proposed Subcontractor (s) (if any will be used:

Name	Address	Type and Extent of Work

REFERENCE PAGE
(MUST BE FILLED OUT BY BIDDER)

Please list at least three (3) current or past clients

Name Smithfield Housing Auth. Years Known 6
Address 801 S. Fifth Street Smithfield Phone 919-934-9491

Services Provided Mowing pruning Spraying

Name Selma Housing Auth. Years Known 3

Address 711 E. Lizziest Selma Phone 919-965-3755

Services Provided Mowing, pruning Spraying

Name The Farm at 95 + 42 Years Known 15

Address Batten Farm Rd. Selma Phone 919-750-5464

Services Provided Mowing, pruning, spraying, mulching

PLEASE LIST NC DOA, NC PESTICIDE BOARD, PESTICIDE APPLICATOR IDENTIFICATION

Name on License Mark Lane

Name of Applicator mark lane

License No. 30929

Classification Commercial Pesticide Applicator-026

Certification Code(s) L H A E

Expiration Date 6/30/2028

**BID FORM
TOWN OF SMITHFIELD
GROUNDS MAINTENANCE SERVICES**

FOR THE PURPOSE OF DETERMINING BID PROPOSAL AMOUNTS, THE WORK UNDER THE AWARDED CONTRACT WILL BE CONDUCTED IN ACCORDANCE WITH THE ATTACHED SPECIFICATIONS.

FROM: Professional Lawn & Landscape, LLC
 BIDDER: Curtis Foy SUBMITTED: 2-18-2026
 ADDRESS: 218 Strawberry Ln. Smithfield NC 27577 PHONE: 304-617-2446

The lump sum amounts and prices listed below include all labor, materials, overhead, profit, insurance, taxes, etc. to cover the work outlined in the scope of work attached. Note: in the Scope of Services the dollar amount associated with Exit 95 will not be invoiced or paid until Exit 95 is officially reopened and accessible for Exit 95 will be added upon the reopening of I-95 in the summer of 2027.

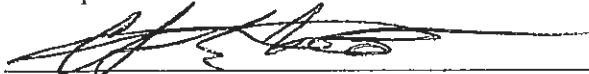
Scope of Services offered by the BIDDER shall be provided for the period from July 1, 2026, through June 30, 2028. The OWNER reserves the right to extend or eliminate service scope by negotiation.

ITEM # 1: Right-of-Ways	\$	<u>26,583.00</u>	
ITEM # 2: I-95 Exits	\$	<u>10,896.00</u>	Exit 93
(Exit 93 & 95)	\$	<u>14,733.00</u>	Exit 95
TOTAL BID:	\$	<u>52,212.00</u>	

The undersigned, as BIDDER, hereby declares that the only person, or persons, interested in this BID as principal(s) is, or are, named herein; that no other persons have any interest in the BID or in the Agreement to be entered into: that this BID is made without connection with any person, company or parties making a BID; and that it is in all respects fair and in good faith without collusion or fraud.

The BIDDER further declares that he has examined the Scope of Services and informed himself fully in regard to all conditions pertaining to the place where the work is to be done; and that he has satisfied himself as to the work to be performed.

The BIDDER further proposes and agrees, if this BID is accepted, to contract with the OWNER, the Town of Smithfield, in the attached form to contract, to furnish all materials, equipment, tools, apparatus, means of transportation, and labor necessary thereto, and to complete the Scope of Services in full and complete satisfaction of the OWNER at the prices listed hereafter.

Signature of Bidder: 

Proposed Subcontractor (s) (if any will be used:

Name	Address	Type and Extent of Work

Professional Lawn &
Landscape LLC

REFERENCE PAGE
(MUST BE FILLED OUT BY BIDDER)

Please list at least three (3) current or past clients

Name Lori Woodard Years Known 8 yrs
Address Kenly, NC Phone 919-901-8852
Services Provided LAWN CARE & MAINTENANCE

Name Lydia Moore Years Known 16
Address Smithfield, NC Phone 919-524-6006
Services Provided LAWN CARE

Name JERRY NISWONGER Years Known 1
Address Wilson, NC Phone 252-822-3139
Services Provided LAWN CARE, LITTER REMOVAL, MAINTENANCE

PLEASE LIST NC DOA, NC PESTICIDE BOARD, PESTICIDE APPLICATOR IDENTIFICATION

Name on License N/A Grounds Maintenance
Name of Applicator _____
License No. _____
Classification _____
Certification Code(s) _____
Expiration Date _____

Year	Make	Model	Description
2014	CHEVROLET	2500HD	TRUCK
2016	CHEVROLET	1500	TRUCK
2020	TTS	14'	ENCLOSED TRAILER
2020	HONDA	680	COMMERCIAL PRESSURE WASHER
2006	FORD	F250	TRUCK
2004	KUBOTA	ZD28	ZERO TURN 60"
2016	SNAPPER	S200XT	ZERO TURN 61"
2006	KUBOTA	ZD25	ZERO TURN 60"
2010	LOAD TRAIL	20'	OPEN TRAILER
2000	DUMP	14'	DUMP TRAILER
2012	STIHL	BR550	BACKPACK BLOWER
2025	STIHL	BR800 CE	BACKPACK BLOWER
2012	STIHL	FS56RC	TRIMMER
2012	STIHL	FS90R	TRIMMER
2012	STIHL	FS91R	EDGER
2012	STIHL	MS250	CHAINSAW 18"
2016	STIHL	BR600	BACKPACK BLOWER
2015	STIHL		BUSH TRIMMER +3 EXTENSIONS
2025	RENOWN	20'	ENCLOSED TRAILER
2025	RENOWN	20'	ENCLOSED TRAILER
2023	MISC	TOOLS	HAND TOOLS
2025	STIHL	RZ752	ZERO TURN 52"
2025	KUBOTA	ZD1211	ZERO TURN 60"
2025	KUBOTA	ZD1011	ZERO TURN 48"
2025	STIHL	BR600	BACKPACK BLOWER
2025	STIHL	SH86CE	SHREDDER
2025	STIHL	MM58CE	YARDBOSS MULTIENGINE
2025	STIHL	HT135	TELESCOPIC POLE PRUNER 36.3CC
2025	STIHL	KM131R	KOMBI ENGINE
2025	STIHL	FS131R	LOOP HANDLE TRIMMER
2025	STIHL	FS131R	LOOP HANDLE TRIMMER
2025	STIHL	FS131	BIKE HANDLE TRIMMER
2025	STIHL	FS131	BIKE HANDLE TRIMMER
2025	STIHL	MS261C-M 20	CHAINSAW 20"
2025	STIHL	FC98	EDGER
2025	STIHL	FC96	EDGER
2025	STIHL	HS82T 30	HEDGE TRIMMER 30"
2025	STIHL	HS82T 30	HEDGE TRIMMER 30"
2025	STIHL	FS561CEM	BIKE HANDLE BRUSHCUTTER
2025	STIHL	MSA60.0CB KIT	LI IDN CHAINSAW WAK20 & AL101
2025	STIHL	MS881R 41	CHAINSAW 41"
2025	STIHL	FS KM	KM LINE HEAD STRAIGHT
2025	STIHL	HL-KM 145-24"	24" HEDGE TRIMMER ATTACHMENT
2025	STIHL	FCS KM	FCS KM STRAIGHT SHAFT
2025	STIHL	BF KM	KM MINI CULT ATTACHMENT
2025	STIHL	FBD KM	FBD KM BED REDEFINER
2025	STIHL	RGKM	KOMBI RECIPROCATOR
2025	STIHL	0000-710-7102	CARBON FIBER KM EXTENSION
2025	STIHL	HL-KM-0-20"	0 DEGREE HEDGE TRIMMER KOMOBI TOOL
2025	STIHL	HTKM-12"	KOMBI POLE PRUNER 12"

5 people out state

Curtis Foy

Professional Lawn &
Landscape LLC

REFERENCE PAGE
(MUST BE FILLED OUT BY BIDDER)

Please list at least three (3) current or past clients

Name Lori Woodard Years Known 8 yrs
Address Kentley, NC Phone 919-901-8852
Services Provided LAWN CARE & Maintenance

125 Acres

Name Lydia Moore Years Known 16
Address Smithfield, NC Phone 919-524-6006
Services Provided LAWN CARE

few yards
not in yard

Name Jerry Niswonger Years Known 1
Address Wilson, NC Phone 252-822-3139
Services Provided LAWN CARE, LITTER REMOVAL, MAINTENANCE

PLEASE LIST NC DOA, NC PESTICIDE BOARD, PESTICIDE APPLICATOR IDENTIFICATION

Name on License N/A Grounds Maintenance
Name of Applicator _____
License No. _____
Classification _____
Certification Code(s) _____
Expiration Date _____



AGREEMENT

THIS AGREEMENT, made this 7th day of April, 2026, by and between the Town of Smithfield hereinafter called "Owner" and Lion Group Services doing business as (an individual,) or (a partnership,) or (a corporation) hereinafter called "Contractor".

WITNESSETH: That for and in consideration of the payments and agreements hereinafter mentioned:

The CONTRACTOR will commence work on July 1, 2026.

The CONTRACTOR will furnish all of the material, supplies, tools, equipment, labor and other services necessary for the completion of the SERVICES described herein.

The CONTRACTOR will maintain and keep current a monthly service report to document all maintenance functions performed by the contractor's personnel. This report will be submitted monthly to the Public Works Department by email. This report will be used to verify completed work and coordinate invoices.

The CONTRACTOR will report any noticed issues or concerns to the Town of Smithfield Public Works Department when performing SERVICES described herein.

The CONTRACTOR will commence the work required by the CONTRACT DOCUMENTS within 1 calendar day after the date of the NOTICE TO PROCEED or PURCHASE ORDER unless the period for completion is extended otherwise by the CONTRACT DOCUMENTS.

The CONTRACTOR agrees to perform all of the WORK described in the CONTRACT DOCUMENTS and comply with the terms therein for the sum of \$59,592 for 12 months (July 1, 2026 until June 30, 2027).

The OWNER will pay to the CONTRACTOR in the manner and at such times as set forth by the submission of invoices. The Town of Smithfield distributes payments bimonthly. This Agreement shall be binding upon all parties.

Item # 1

Right-of-Ways

- 1.) Railroad Underpass, on Hwy 70 Business, between Futrell Way and Hwy 301(Brightleaf Blvd.)
- 2.) Hwy 70 Business from the Neuse River Bridge to the western Town Limit, all landscape beds including median and sides, island between 210 Hwy and 70 Hwy split and Welcome to Smithfield sign
- 3.) Traffic Islands at Hwy 301 and Third Street including tree orchard beside BP Station
- 4.) Martin Luther King Jr. Blvd., from College Road and Furlong Drive
- 5.) Market Street, from Hwy 301 to the Neuse River Bridge
- 6.) South side of Brogden Road from Railroad track to I-95 right of ways
- 7.) I-95 Entry and exit right of ways and grounds within the median triangles.
- 8.) 230 Hospital Road Operation center
- 9.) 231 Public Works Building
- 10.) Towne Centre Pl. landscape beds including median and sides

Turfgrass areas shall be maintained (mowed and trimmed) at a height of not more than two inches and shall be cut not less than once every 14 days from April 1 through November 1 of the growing season. If dry weather conditions adequately inhibit the growth of the turf, fewer cuttings shall be permitted.

The shrubbery shall be pruned to maintain an acceptable size and shape not less than once from April 1 through August 15 of the growing season, and not less than once during the dormant season. Prior to pruning operations, the contractor shall meet with the Contract Administrator. Shrubbery shall be fertilized not less than once each year at a rate not less than 10 lbs/1000 square feet utilizing a fertilizer with a ratio rating of 10-10-10.

Street trees shall be trimmed and trunked as needed to maintain acceptable shape throughout the growing season. Limbs shall be pruned from sidewalk walking areas, traffic, buildings and signs.

Insecticides shall be applied so as to control insect infestation and minimize damage to shrubs as needed, or as requested by the Contract Administrator.

Note: The contract does not require mulching shrub bed areas and trees.

Herbicides shall be applied as needed to maintain the shrub beds, around trees, fence lines, curbing, sidewalk and signs in a weed free condition. Manual weeding will also be acceptable.

Litter shall be removed at each location as necessary prior to any mowing operation and as necessary during the intervals between each mowing.

Any and all debris left on sidewalks, parking lots, streets, or other surfaces from maintenance operations shall be removed prior to the end of each work day.

Contractor shall provide equipment and manpower to remove and replace shrubs or trees within contracted area.

Item #2

I-95 Exits (Exit 93 and 95)

Note Exit 95 is under construction until the summer 2027. Note: the dollar amount associated with Exit 95 will not be invoiced or paid until Exit 95 is officially reopened and accessible for Exit 95 will be added upon the reopening of I-95 in the summer of 2027.

Turfgrass areas shall be maintained (mowed and trimmed) at a height of not more than two inches and shall be cut not less than once every 14 days from April 1 through November 1 of the growing season. If dry weather conditions adequately inhibit the growth of the turf, fewer cuttings shall be permitted.

The shrubbery shall be pruned to maintain an acceptable size and shape not less than once from April 1 through August 15 of the growing season, and not less than once during the dormant season. Prior to pruning operations, the contractor shall meet with the Contract Administrator. Shrubbery shall be fertilized not less than once each year at a rate not less than 10 lbs./1000 square feet utilizing a fertilizer with a ratio rating of 10-10-10.

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Herbicides shall be applied as needed to maintain the shrub beds, around trees, fence lines, curbing, sidewalk and signs in a weed free condition. Manual weeding will also be acceptable.

Litter shall be removed at each location as necessary prior to any mowing operation and as necessary during the intervals between each mowing.

In WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this AGREEMENT in 2 each of which shall be deemed an original on the date first above written.

OWNER:

: Town of Smithfield

BY: _____

NAME: Kimberly Pickett

TITLE: Interim Town Manager

(SEAL)

ATTEST: _____

NAME: Elaine S. Andrews

TITLE: Town Clerk

CONTRACTOR
: LION GROUP SERVICES

BY: Matthew Lowe

NAME: _____

ADDRESS _____

ATTEST: _____

NAME _____

TITLE _____

This instrument has been pre-audited in the manner required by the NC Local Government Budget and Fiscal Control Act.

Tracy Stubblefield, Finance Director



Request for Town Council Action

Consent **Award of**
Agenda **Contract**
Item:
Date: 04/07/2026

Subject: Award of Contract for Soil Borings at the Electric Delivery Point
Department: Public Utilities Department
Presented by: Public Utilities Director - Ted Credle
Presentation: Consent Agenda Item

Issue Statement

As the Town expands and replaces the existing electric delivery point #1 (Hospital Road), the proposed expansion will require new soil testing to ensure the proposed equipment can be safely constructed on the site. The electric Consultant has arranged for a subcontractor (S&ME) to perform the soil borings and the Town desires to contract directly, to save funds.

Financial Impact

The funds (\$15,200.00) to pay for these services will come from the capital project line item (47-72-7230-5700-7412). There are adequate funds in the project to cover this expense.

Action Needed

Approve the proposed geotechnical consultant (S&ME), as recommended by staff, and authorize the Town Manager to execute the proposed agreement

Recommendation

Staff recommends the approval of S&ME as the most qualified consultant and authorize the Town Manager to execute the contract

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Consultant's Proposal



Staff Report

**Consent Award of
Agenda Contract
Item:**

To prepare the Town for future growth, the Smithfield Public Utilities Department lays out a 10-year Capital improvements plan, which is approved and adopted by the Town Council. Part of the current plan is to improve the long-term health and stability of the Town's electric distribution system, by converting delivery point #1 (Hospital Road) from a receiving switchyard to a true substation. This improvement will modernize the receiving end of the transmission power from Duke Energy and create a sister station to delivery point #2 (Brogden Road).

The Town desires to hire an engineering consultant to perform soil borings at the proposed site. The geotechnical work is necessary to ensure the proposed construction will be supported by the ground without additional needs for construction stabilization.

Staff is asking Council to approve the proposed consultant and to authorize the Town Manager to execute the contract with the proposed contractor, to perform the geotechnical work, in the amount of \$15,200.00, per the submitted proposal.

**

March 4, 2026

Town of Smithfield
c/o Electrical Consulting Engineers, Inc.
115 Oakland Ave, Suite 102
Rock Hill, South Carolina 29730

Attention: Mr. Shane Brandwood, PLA

Reference: **Proposal for Subsurface Exploration Services
Hospital Road Substation**
Smithfield, Johnston County, North Carolina
S&ME Proposal No. 26350260

Dear Mr. Brandwood:

S&ME, Inc. (S&ME) is pleased to submit this proposal for the above-referenced project. This proposal describes our understanding of the project, discusses the intended scope of services, outlines the project schedule, and presents the associated compensation for our services. Our Agreement for Services (Form AS-071) is incorporated as part of this proposal.

◆ Project Information

Project information was obtained from e-mail correspondence between Mr. Shane Brandwood with Electrical Consulting Engineers, Inc. (ECE) and Mr. David Bixler of S&ME on February 27, 2026. The e-mail correspondence included a Geotechnical RFP and a Boring Plan dated July 28, 2025. The provided Boring Plan included nine requested boring locations and proposed site layout information. We understand borings are planned outside the existing substation fencing therefore, clearing of vegetation should not be necessary and boring locations can be adjusted in the field for overhead clearance and to avoid underground utilities. Further, we understand there is a grounding grid which might extend on the order of three feet laterally from the fence edge and the proposed boring locations should not impact the grid.

We understand that ECE is providing design services for a substation expansion at the existing substation adjacent to the Town of Smithfield Public Utilities at 230 Hospital Road in Smithfield, North Carolina. The proposed substation expansion site is shown on the provided Boring Plan. We anticipate the new substation equipment/structures will be supported by relatively shallow drilled shafts and/or shallow spread footings/mat foundations. Structural foundation loads for the substation are generally anticipated to be 20 kips or less with up to 400 k-ft moment loads. Based on our experience with ECE, we understand that a maximum structural foundation load for a transformer could be up to approximately 150 kips.

Based on the topographic information provided in the Boring Plan, the proposed expansion site is relatively flat with an existing grade of approximately 128 to 130 feet MSL. Proposed grading information has not been provided but we anticipate less than 3 feet of earthwork will be performed. Based on information from ECE and

our review of Google Earth™ images, we understand the site is sparsely vegetated and is accessible to an ATV-mounted or truck mounted drill rig.

ECE has requested S&ME provide a proposal for geotechnical services for the project consisting of nine soil test borings.

◆ Scope of Services

S&ME proposes to offer the following Basic Services as part of this proposal:

- Contact the NC 811 Service to have member underground utilities field marked in the vicinity of the borings.
- Coordinate site access with ECE or Town of Smithfield Public Utilities personnel.
- Visit the site to observe site surface conditions and stake the boring locations. At the same time, hand auger borings will be performed to depths of up to 4 feet at select locations to evaluate subsurface water conditions.
- Mobilization of a drill rig and crew to the site.
- Advance nine soil test borings to attempted depths of 30 feet beneath the existing ground surface. The total drilling footage proposed is 270 feet. The borings will include split-barrel soil sampling at 2.5-foot intervals in the upper 10 feet and at 5-foot intervals thereafter. The sampler will be driven in general accordance with the Standard Penetration Test procedures (ASTM D 1586). If auger refusal is encountered shallower than a depth of 10 feet, one offset boring per location will be attempted.
- Measure water levels in the borings following drilling completion. Borings will be backfilled upon completion of drilling for safety reasons.
- Backfill the borings to the ground surface with soil cuttings and place a hole-closure device near the ground surface.
- Stratification of the boring soil samples by a geotechnical professional in general accordance with the Unified Soil Classification System (USCS).
- Perform laboratory testing consisting of natural moisture content, grain-size distribution, and/or Atterberg limits tests on up to three representative soil samples to confirm visual soil classification of the tested soils. Corrosivity testing is planned for one sample and will include the following tests: laboratory resistivity, sulfates, chlorides, pH, redox, and sulfides.
- Preparation of an engineering report summarizing our understanding of the proposed construction, exploration, subsurface conditions, and recommendations. Our report will address:
 - ◆ Subsurface water levels,
 - ◆ Seismic Site Classification and liquefaction potential,
 - ◆ Drilled shaft foundation design parameters and recommendations,
 - ◆ Spread foundation and grade-supported slab recommendations,
 - ◆ Corrosivity test results, and
 - ◆ Excavation considerations.

If requested, S&ME can also review provided grading and foundation plan drawings and earthwork specifications relative to our report recommendations.

◆ Limitations

This proposal is solely intended for the services described above in the Scope of Services. The Scope of Services may not be modified or amended, unless the changes are first agreed to in writing by the Client and S&ME. Use of this proposal and corresponding report is limited to the above-referenced project and client. No other use is authorized by S&ME.

◆ Excluded Services

Without attempting to be a complete list or description of services or potential services excluded from this proposal and not performed by S&ME, the following services are specifically excluded from this proposal:

- Addenda to the geotechnical report to address changes or additions to the proposed project not known to us at the time of this proposal.
- Private utility locating.
- Survey of boring locations.
- Replacement or reconditioning of surface materials to pre-drilling conditions. During the course of our field exploration, it should be anticipated that our equipment will cause some rutting and minor damage to the ground surface. If additional measures are desired to reduce our impact to existing site conditions, additional fees may be necessary.
- Apparent field resistivity testing.
- Foundation design.
- Shop drawing review or attendance at project team meetings.
- Construction services testing.
- Phase I Environmental Site Assessment.

◆ Client Responsibilities

- We request the client provide permission to access the site to perform the field work.
- Provide available information on any utilities serving the project site and the presence and accurate locations of hidden or obscure man-made objects relative to field tests or boring locations.

◆ Schedule

S&ME will be prepared to initiate our services upon receipt of written authorization, including but not limited to notifying NC811, site visits, and marking of boring locations. Based on our current workload, the geotechnical services are anticipated to be completed within **7 weeks** from receipt of written notification to proceed. At this time we anticipate mobilizing a drill rig to the site and completing our field services within approximately 2 to 3 weeks of receiving notification to proceed. Laboratory testing is anticipated to be completed within 2 weeks after the completion of our field services. Our report will be available within 1 to 2 weeks following the completion of laboratory testing.

If requested, draft geotechnical findings, conclusions, and recommendations can normally be given during or upon completion of the field work, subject to confirmation by soil classification and further engineering analysis.

◆ Compensation

We will perform the Basic Services presented in this proposal for a lump sum fee of **\$15,200**. If we conclude that other additional services besides those discussed above are necessary based on the subsurface conditions encountered, we will confer with you. We will not proceed with additional services that incur additional costs without your permission.

As requested, S&ME will submit one invoice upon completion of the proposed services. The invoice, upon presentation, is due and payable by the client. Other payment terms and conditions are given on the attached Agreement for Services (AS-071).

◆ Authorization

An Agreement for Services (AS-071) is attached and incorporated as a part of this proposal. Please sign the agreement and return to our office as your authorization of the proposed scope of services and the associated fee. Upon receipt of the signed agreement, we will execute the agreement, return a copy to you, and proceed with the performance of our services. Any changes or modifications to AS-071 or the proposal are required to be acknowledged by both parties initialing acceptance of this proposal and agreement for services next to the change or modification.

If you elect to accept our proposal by issuing a purchase order, then please specifically reference this proposal number and date. Your purchase order will be an acceptance of our Agreement for Services and an authorization to proceed with the performance of our services. The terms and conditions included in any purchase order shall not apply, and are hereby specifically rejected, as our agreement is for services which are not compatible with purchase order agreements.

If you choose to accept this proposal by e-mail, your reply e-mail acceptance will serve as your representation to S&ME that you have reviewed the proposal and the associated Agreement for Services (AS-071) and hereby accept both as written.

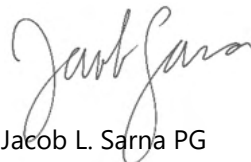
◆ Closure

S&ME appreciates the opportunity to be of service to you. If you have questions regarding the outlined scope of services, please contact us.

Sincerely,
S&ME, Inc.



David A. Bixler II, PE
Office Principal



Jacob L. Sarna PG
Geotechnical Services Manager

Attachments: Agreement for Services (Form AS-071)

Attachments



AGREEMENT FOR SERVICES

Form AS-071

Date: March 4, 2026	Job Number: 26350260
S&ME, Inc. (hereafter Consultant)	Client Name: Town of Smithfield (hereafter Client) c/o Electrical Consulting Engineers, Inc.
Address: 8848 Red Oak Blvd., Suite A City: Charlotte State: North Carolina Zip: 28217	Address: 115 Oakland Avenue, Suite 102 City: Rock Hill State: South Carolina Zip: 29730
Telephone: 704-523-7426 Fax:	Telephone: 803-962-7962 Fax:
PROJECT	
Project Name: Hospital Road Substation Project location: (Street Address) 230 Hospital Road Substation City: Smithfield State: North Carolina Zip: 27577	
SERVICES TO BE RENDERED	
Proposal Number: 26350260 dated: March 4, 2026 is incorporated into this Agreement For Services and this Agreement For Services is incorporated into this Proposal.	

Client desires to contract with Consultant for the Services to be Rendered ("Services") on Client's Project, as contained in Consultant's Proposal. The Proposal and Client's Project are referenced immediately above.

THEREFORE, in consideration of the Mutual Covenants and Promises included herein, Client and Consultant agree as follows:

- ACCEPTANCE:** Client hereby accepts this offer by Consultant to provide the Services as contained in Consultant's Proposal and agrees that such Services and any additional Services performed by Consultant shall be governed by this Agreement. If Client directs that Services commence prior to execution of this Agreement, Client agrees that commencement of Services by Consultant is acceptance of the terms of this Agreement. **CLIENT MAY ACCEPT THIS AGREEMENT FOR SERVICES THROUGH THE USE OF CLIENT'S PURCHASE ORDER, HOWEVER ALL PREPRINTED TERMS AND CONDITIONS ON CLIENT'S PURCHASE ORDER ARE INAPPLICABLE, ARE EXPRESSLY REJECTED, AND THE TERMS OF THIS AGREEMENT SHALL GOVERN.** Unless this offer is previously accepted, it will be withdrawn automatically at 5:00 pm EST, thirty (30) days from the date of issue.
- CONTRACT DOCUMENTS:** "Contract Documents" shall mean this Agreement for Services the Proposal identified under "SERVICES TO BE RENDERED," and all mutually executed Change Orders. This Agreement for Services along with the Contract Documents represent the entire understanding and agreement between the parties relating to the Services and supersedes any and all prior negotiations, discussions, and agreements, whether written or oral, between the parties regarding same. Any terms and conditions which Client is obligated to perform or satisfy, whether by law or contract, or proposed in any acknowledgments or acceptance by Client which are in addition to, or different from, this Agreement for Services along with the Contract Documents are hereby expressly rejected and shall not become part of the agreement between the

parties without Consultant's specific written consent. Any acceptance by Client is limited to acceptance of the express terms set forth in this Agreement for Services.

3. **SCOPE OF SERVICES:** Unless otherwise stated in writing, Client assumes sole responsibility for determining whether the quantity and the nature of the services included in Consultant's proposal received by Client are adequate and sufficient for Client's intended purpose. Client shall communicate the provisions of this Agreement for Services to each and every third party to whom Client transmits any part of Consultant's work. Consultant shall have no duty or obligation to any third party except as specifically set forth in Consultant's proposal.

Consultant has provided Client with the Proposal identified under "Services to be Rendered." By signing below, Client agrees that Client or the Client's representative has examined Consultant's proposal, which includes a scope of work to be performed by Consultant, an opinion on the cost to perform Consultant's scope of work, and an opinion on the amount of time required to perform Consultant's scope of work along with any other documents, opinions, or advice prepared or provided by Consultant and Client agrees that Client is fully satisfied with Consultant's Proposal and Client obtained the advice of any other consultant(s) as the Client deems necessary to protect the Client's interests. Client also agrees by signing below it is responsible for requesting additional services not included in Consultant's proposal and if necessary, Client agrees it is responsible (even if delegated to a third party) for notifying and scheduling Consultant so Consultant can perform the Services. Consultant shall not be responsible for damages caused by services not performed due to any failure to request or schedule Consultant's Services. If project conditions change materially from those described to Consultant at the time of proposal, Consultant is entitled to a change order equitably adjusting its Services and fee.

Consultant shall not supervise, direct or have control over the Client's work nor have any responsibility for the construction means, methods, techniques, sequences or procedures selected by the Client's contractor and/or agents. These rights and responsibilities are solely those of the contractor or agent in accordance with its agreement with Client. Only Client has the right to reject or stop work of its contractor or agents. Consultant's presence on site does not in any way guarantee the completion, quality or performance of the work by any other party retained by Client. Consultant does not guarantee the performance of any contractor or agent of Client and shall not be responsible for such party's failure to perform its work in accordance with any applicable documents, including but not limited to, the plans and specifications or any applicable laws, codes, rules or regulations.

Any evaluations of the Client's budget for the project, and any preliminary or updated estimates of the cost of the work prepared by Consultant represent Consultant's judgment as a design professional familiar with the construction industry. It is recognized, however, that neither Consultant nor Client has control over the cost of the labor, materials or equipment, over the contractor's methods of determining bid prices, or over competitive bidding, market or negotiating conditions. Accordingly, Consultant does not warrant or represent that bids or negotiated prices will not vary from Client's budget for the project, or from any estimate of the cost of the work evaluation prepared or agreed to by Consultant.

4. **CHANGE ORDERS:** Client may request changes to the scope of Services by altering or adding to the Services to be performed. If Client so requests, Consultant will provide a change order proposal including Client's requested changes to the scope of Services for Client's review and approval. Following Client's approval, Client shall provide written acceptance and such Change Order Proposal shall become part of the Contract Documents and shall supersede any prior conflicting terms. If Client does not follow these procedures, but instead directs Consultant to perform changed or additional work without an executed change order, (1) the Services are changed according to Consultant's understanding of Client's direction; and (2) and Consultant will be paid for this work according to the current fee schedule plus fifteen percent (15%).
5. **PAYMENT:** Client will pay Consultant for Services and expenses in accordance with the Contract Documents. If prices for Services are not specified in the Contract Documents, Consultant's current fee schedule in effect for the type of services performed shall control. Unless otherwise agreed prior to the start of the Services, Consultant will submit invoices to Client monthly and a final invoice upon completion of Services. Payment is due upon receipt of the invoice unless otherwise agreed to in writing prior to the submittal of the invoice.

Invoices are past due 30 calendar days after the date of the invoice. Past due amounts are subject to a late fee of one and one-half percent per month (18 percent per annum) or the highest amount allowed by applicable law on the outstanding balance, whichever is less. Attorney's fees and other costs incurred in collecting past due amounts shall be paid by Client. The Client's obligation to pay under this Agreement is in no way dependent upon the Client's ability to obtain financing, payment from third parties, approval of governmental or regulatory agencies, or Client's successful completion of the Project. In addition, CONSULTANT reserves the right to suspend the performance of all services in any case where invoices remain unpaid more than sixty (60) days from the invoice date.

To verify the CLIENT's requirements for appropriate invoicing, the following information is requested.

CLIENT Accounts Payable contact name:

CLIENT Accounts Payable contact phone number:

CLIENT Accounts Payable email address:

Upon execution of this document, CONSULTANT will reach out to the contact provided to gather CLIENT's required information such as purchase order number, client project number, email address or website for invoice submission, monthly deadline for invoice submission, CLIENT legal entity name for invoicing, CLIENT address for invoicing, etc.

6. **STANDARD OF CARE**: Consultant and its agents, employees and subcontractors shall endeavor to perform the Services for Client with that degree of care and skill ordinarily exercised, under similar circumstances, by consultants practicing in the same discipline at the same time and location. In the event any portion of the Services fails to substantially comply with this standard of care obligation and Consultant is promptly notified in writing prior to one year after completion of such portion of the Services, Consultant will re-perform such portion of the Services, or if re-performance is impractical, Consultant will refund the amount of compensation paid to Consultant for such portion of the Services. **NOTWITHSTANDING ANY TERMS IN OR APPLICABLE TO THIS AGREEMENT, CONSULTANT MAKES NO WARRANTIES OR GUARANTEES, EXPRESS OR IMPLIED, RELATING TO CONSULTANT'S SERVICES OR WORK PRODUCT, AND CONSULTANT DISCLAIMS ANY IMPLIED WARRANTIES OR WARRANTIES IMPOSED BY LAW, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.**
7. **LIMITATION OF LIABILITY**: Client and Consultant have evaluated the risks and rewards associated with this project, including Consultant's fee relative to the risks assumed, and agree to allocate certain of the associated risks. To the fullest extent permitted by law, Consultant's aggregate liability to Client, including that of Consultant's officers, directors, employees and agents, is cumulatively limited to \$100,000, hereinafter referred to as LIMITATION OF LIABILITY. This LIMITATION OF LIABILITY applies to all lawsuits, claims or actions, whether identified as arising in tort, INCLUDING NEGLIGENCE (WHETHER SOLE OR CONCURRENT), PROFESSIONAL ERROR OR OMISSIONS, BREACH OF WARRANTY (EXPRESS OR IMPLIED), NEGLIGENT MISREPRESENTATION, AND STRICT LIABILITY, contract, or other legal theory, including without limitation, Consultant's indemnity obligations to Client related to the Services provided in this Agreement and any continuation or extension of Consultant's Services.

By entering into this Agreement, Client acknowledges that this LIMITATION OF LIABILITY provision has been reviewed, understood and is a material part of this Agreement, and that Client has had an opportunity to seek legal advice regarding this provision.
8. **NO CONSEQUENTIAL DAMAGES**: In no event shall Consultant or Client be liable to the other for any special, indirect, incidental or consequential loss or damages, including, but not limited to, lost profits, damages for delay, or loss of use arising from or related to Services provided by Consultant.
9. **INSTRUMENTS OF SERVICE**: In connection with the performance of the Services, Consultant may deliver to Client reports, drawings, specifications, computer files, field data, notes, and other documents and instruments prepared by the Consultant reflecting Services provided and the results of such Services ("Instruments of

Service"). Statements made in Consultant's Instruments of Service are opinions based upon engineering judgment and are not to be construed as representations of fact. All Instruments of Service, other written documents, all original data gathered by Consultant and work papers produced by Consultant in the performance of or intrinsic to the Services included in the Services are, and shall remain, the sole and exclusive property of Consultant. Files shall be maintained in general accordance with Consultant's document retention policies and practices. Client shall indemnify, defend, and hold Consultant harmless from any and all claims, damages, or losses arising from any unauthorized reuse or modification of the Instruments of Service.

10. **SAFETY**: Consultant has no authority and no responsibility for general job safety and for the safety of persons who are not employed by Consultant. Should Client, or third parties, be conducting activities on the Site, then each shall have responsibility for their own safety and compliance with applicable safety requirements.
11. **SAMPLES**: Samples are consumed in testing or disposed of upon completion of tests (unless stated otherwise in the Services).
12. **HAZARDOUS MATERIALS**: Nothing contained within this agreement shall be construed or interpreted as requiring Consultant to assume the status of an owner, operator, generator, storer, transporter, treater or disposal facility as those terms appear within RCRA or within any Federal or State statute or regulation governing the generation, transportation, treatment, storage and disposal of pollutants. Client retains full responsibility for compliance with the provisions of RCRA and any other Federal or State statute or regulation governing the handling, treatment, storage and disposal of pollutants.
13. **CLIENT OBLIGATIONS**:
 - (a) Client warrants that all information provided to Consultant regarding the Project and Project location are complete and accurate to the best of Client's knowledge.
 - (b) Client agrees to furnish (or obtain from the Owner should the Client not be the Owner) Consultant, its agents, employees, and subcontractors a right-of-entry and any authorizations needed for Consultant to enter onto the project site to perform the Services included in this Agreement.
 - (c) Client recognizes that the performance of the Services included in this Agreement may cause alteration or damage to the Site. Client acknowledges that some site disturbance is inherent in the work for which Consultant will not be responsible. Should Client not be owner of the property, then Client agrees to notify the owner of the aforementioned possibility of unavoidable alteration and damage and Client shall arrange for the repair of any alteration and damage.
 - (d) Client agrees to disclose the identity of all utilities serving the Project Site, the presence and accurate location of hidden or obscured man-made objects known to Client that may be in Consultant's work area and the nature and location of any known or suspected hazardous materials that may exist on the property.
 - (e) The Client shall furnish, at the Client's expense, all information, requirements, reports, data, surveys and instructions required by this Agreement. The Consultant may use such information, requirements, reports, data, surveys and instructions in performing its services and is entitled to rely upon the accuracy and completeness thereof.
 - (f) In order to make informed decisions based on the Instruments of Service, Client's review and study of the Instruments of Service is vital to take full advantage of the consulting process. Client shall review in detail all Instruments of Service, including attachments and references therein, and in the event of questions or concerns, shall contact the project manager. Consultant provides information in the Instruments of Service which assists the Client and/or user in understanding and using the deliverable. The information includes direction on the extent to which the information can be relied on and applied to Client's decision-making process.
 - (g) Provide prompt written notice to CONSULTANT if CLIENT becomes aware of any fault or problem in the PROJECT, including any errors or omissions in CONSULTANT'S work.

(h) Client is responsible for reporting any releases of hazardous substances to appropriate government agencies as required by law. Client acknowledges that Consultant also may have reporting obligations under controlling law and regulations. Client waives any claim against Consultant and will indemnify and hold Consultant harmless from any claim, injury or loss arising from the discovery of unforeseen hazardous substances.

14. **CERTIFICATIONS:** Client understands and agrees that Consultant's Instruments of Services are limited to an expression of professional opinion based upon the Services performed by the Consultant and does not constitute a warranty or guarantee, either express or implied. In addition, Client agrees that Consultant will not be required to execute any document that would result in certifying, guaranteeing or warranting the existence of conditions whose existence the Consultant cannot reasonably ascertain.

15. **FAILURE TO FOLLOW RECOMMENDATIONS:** The Client agrees that it would be unfair to hold the Consultant liable for problems that may occur if the Consultant's recommendations are not followed. Accordingly, the Client waives any claim against the Consultant, and agrees to indemnify, and hold harmless the Consultant from any claim or liability for injury or loss that results from failure to implement the Consultant's recommendations or from implementation of the Consultant's recommendations in a manner that is not in strict accordance with them.

16. **TERMINATION:**

For Convenience - Upon written notice, Client or Consultant may terminate the performance of any further Services included in this Agreement if the terminating party determines termination is in the terminating party's interest. Upon receipt of a termination notice by either party, Consultant shall stop work on all Services included in this Agreement and deliver any Instruments of Service complete at that time to Client and Client shall pay Consultant within thirty (30) days for all Services performed up to the dispatch or receipt of the termination notice. Upon Termination for Convenience, Consultant and Client shall have no further rights or remedies other than those included in this paragraph.

For Cause –In the event of material breach of this Agreement, the party not breaching the Agreement may terminate it upon five (5) business days written notice delivered or mailed to the other party, which notice must identify the material breach. The Agreement may not be terminated for cause if the breaching party cures the breach within five (5) business days of receipt of the written notice. Upon Termination for Cause, Consultant shall stop work on all Services included in this Agreement and deliver any instruments of service complete at that time to Client and Client shall pay Consultant within thirty (30) days for all Services performed up to the termination. Upon Termination for Cause, Consultant and Client shall have no further rights or remedies other than those included in this paragraph.

17. **UNFORESEEN CONDITIONS OR OCCURRENCES:** If, during the performance of Services ,any unforeseen hazardous substance, material, element or constituent or other unforeseen or changed conditions or occurrences are encountered which, in Consultant's judgment, significantly affects or may affect the Services, the risk involved in providing the Services, or the recommended Scope of Services, Consultant will promptly notify Client. Subsequent to that notification, Consultant may: (a) If practicable, in Consultant's judgment and with approval of Client, complete the original Scope of Services in accordance with the procedures originally intended in the Proposal; (b) Agree with Client to modify the Scope of Services and the estimate of charges to include the previously unforeseen conditions or occurrences, such revision to be in writing and signed by the parties and incorporated into this Agreement; or (c) Terminate the Services effective on the date of notification pursuant to the terms of TERMINATION FOR CONVENIENCE.

18. **FORCE MAJEURE:** Consultant shall not be deemed to be in default of this Agreement to the extent that any delay or failure in the performance of the Scope of Work results from any causes beyond its reasonable control. For this purpose, such acts or events shall include, but are not limited to, storms, floods, unusually severe weather, epidemics, pandemics, quarantines, acts of government, civil disturbances, war, riot, strikes, lockouts or other industrial disturbances, and the inability within reasonable diligence to supply personnel, equipment, information or material to the Project. In the event that such acts or events occur, it is agreed that Consultant shall attempt to resume performance of the Services covered by this Agreement as soon as

reasonably possible. If the force majeure event adversely affects the scope or schedule, Client agrees to modify the Scope of Services and the estimate of charges, such revision to be in writing and signed by the parties and incorporated into this Agreement.

19. **INSURANCE**: Consultant shall maintain at its own expense, during the term of this Agreement, the following insurance: (1) Workers' Compensation providing statutory coverages required by the state where services are provided, (2) Employer's Liability with limits of \$1,000,000 each accident, (3) Commercial General Liability with limits of \$1,000,000 each occurrence / \$2,000,000 aggregate, (4) Commercial Automobile with limits of \$1,000,000 each accident, (5) Umbrella Excess Liability with limits of \$5,000,000 each occurrence and (6) Professional Liability with limits of \$1,000,000 each claim.
20. **INDEMNITY**: Consultant shall indemnify Client from and against damages, losses and judgments arising from claims by third parties, including reasonable attorneys' fees and expenses recoverable under applicable law, but only to the extent caused by the negligent acts, errors, or omissions of Consultant in the performance of services under this Agreement. Notwithstanding any terms in or applicable to this Agreement, it is understood and agreed that Consultant shall have no affirmative defense obligations.
21. **DISPUTE RESOLUTION**: In the event of a dispute between Consultant and Client with regard to any matter arising out of or related to this Agreement, the Parties will use their best efforts to resolve the dispute amicably using negotiation and mediation within fifteen (15) calendar days. If the dispute cannot be settled amicably, the Parties agree that the dispute shall be resolved by litigation in a court of competent jurisdiction within the State where project is located.
22. **ASSIGNMENT**: Neither party may assign this Agreement, in whole or in part, without the prior written consent of the other party.
23. **NO WAIVER**: No waiver by either party of any default by the other party in the performance of any provision of this Agreement shall operate as or be construed as a waiver of any future default, whether like or different in character.
24. **MISCELLANEOUS**: The validity, interpretation, and performance of this Agreement shall be governed by and construed in accordance with the laws of the state where project is located without regard to choice of law provisions. This Agreement represents the entire understanding and agreement between the parties hereto relating to the Services and supersedes any and all prior negotiations, discussions, and Agreements, whether written or oral, between the parties regarding same. No amendment or modification to this Agreement or any waiver of any provisions hereof shall be effective unless in writing, signed by both Parties. If any part of this Agreement is found to be unenforceable, then the parties' intent is to have such part rewritten to attain as close as possible the original intent of the unenforceable provision, and all remaining provisions shall continue in full force and effect.
25. **TIME BAR**: Notwithstanding any applicable state statute of repose or statute of limitation, the Parties agree that all legal actions by either party against the other concerning this Agreement or the work performed in relation to this Agreement, will become barred two (2) years from the time the party knew or should have known of the claim, or two (2) years after completion of Consultant's Services, whichever occurs earlier.
26. **NO DISCRIMINATION**: To the extent applicable, this contractor and subcontractor shall abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a) and the posting requirement under 29 CFR Part 471, appendix A to subpart A. These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability.
27. **NO THIRD PARTY LIABILITY**: Nothing in this Agreement or as a consequence of any of the Services provided gives any rights or benefits to anyone other than Client and Consultant. All duties and responsibilities

undertaken pursuant to this Agreement are for the sole and exclusive benefit of Client and Consultant and not for the benefit of any other party. No third party shall have the right to rely on the Instruments of Service without Consultant's prior written consent and the third party's agreement to be bound to the same terms and conditions as the Client.

28. **INDIVIDUAL LIABILITY:** CLIENT AGREES THAT CONSULTANT'S SERVICES WILL NOT SUBJECT CONSULTANT'S INDIVIDUAL EMPLOYEES, OFFICERS OR DIRECTORS TO ANY PERSONAL LIABILITY, AND THAT NOTWITHSTANDING ANY OTHER PROVISION OF THIS AGREEMENT, CLIENT AGREES THAT ITS SOLE AND EXCLUSIVE REMEDY SHALL BE TO DIRECT OR ASSERT ANY CLAIM, DEMAND, OR SUIT ONLY AGAINST CONSULTANT.

CONSULTANT HEREBY ADVISES CLIENT THAT ITS PERFORMANCE OF THIS AGREEMENT IS EXPRESSLY CONDITIONED ON CLIENT'S ASSENT TO THE TERMS AND CONDITIONS DETAILED HEREIN.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their duly authorized representative.

CLIENT: Town of Smithfield c/o ECE, Inc.

S&ME, Inc.

BY: _____
(Signature)

BY: _____
(Signature)

(Print Name / Title)

(Print Name / Title)

DATE: _____

DATE: _____

PROPOSAL NUMBER: 26350260

Client's FAXED or DIGITAL signature to be treated as original signature



Request for Town Council Action

**Consent
Agenda
Item:** **New Hire/
Vacancy
Report**
Date: 04/07/2026

Subject: New Hire Report

Department: General Government – Human Resources

Presented by: Human Resources Director – Shannan Parrish

Presentation: Consent Agenda Item

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 no new full-time hires occurred during this period.

Recommendation

Staff recommends that the Town Council acknowledge that no full-time hires occurred during this period.

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report



Staff Report

**Consent
Agenda
Item:** **New
Hire/Vacancy
Report**

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.

There have been no new full-time hires in this period.

Current Vacancies

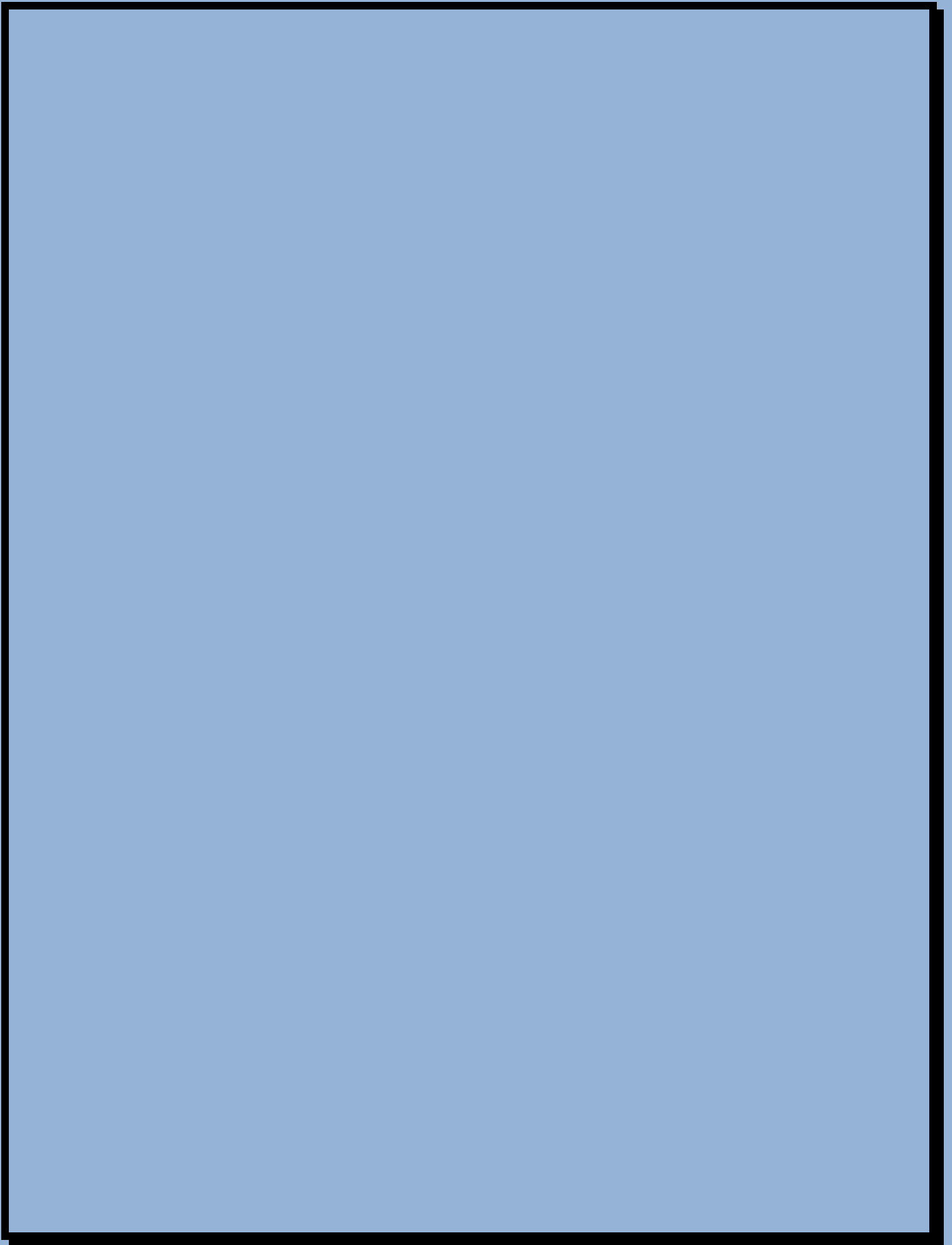
The Town Council is informed of the following current vacancies within the organization, which remain unfilled. These vacancies are reported to ensure transparency in staffing levels and to keep the Council apprised of ongoing recruitment efforts.

<u>Position</u>	<u>Department</u>	<u>Budget Line</u>
Firefighter (1 position)	Fire	10-20-5300-5100-0200
Facility Maintenance Worker	Appearance	10-30-5600-5100-0700
*Sanitation Equipment Operator (2 positions)	PW – Sanitation	10-40-5800-5100-0200
Utility Line Mechanic (2 positions)	PU – W/S	30-71-7220-5100-0200

* Vacancy due to retirement

Note – Only 1 Sanitation Equipment Operator Vacancy is due to retirement

Business Items





Request for Town Council Action

Business Agenda Item:	School Zone Cameras
Date:	04/07/2026

Subject: Red Speed School Zone Speed Cameras

Department: Police Department

Presented by: Police Chief – Pete Hedrick

Presentation: Business Agenda Item

Issue Statement

The Smithfield Police Department is requesting that the Town Council approve the installation of automated school zone speed enforcement cameras to improve roadway safety in designated school zones.

Financial Impact

RedSpeed, the proposed program, is fully violator-funded and requires no upfront cost or ongoing financial obligation from the Town of Smithfield. RedSpeed provides a turnkey solution, including covering all costs associated with equipment installation, permitting, construction, maintenance, violation processing, and mailing.

Action Needed

The Smithfield Police Department respectfully requests that this item be placed on the Town Council agenda for consideration on April 07, 2026 for consideration.

The Police Department recommends approval of this program based on the documented speeding activity within school zones and its potential to significantly improve safety for students and the broader community.

Recommendation

Consideration of approval and implementation.

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. RedSpeed Brochure
3. Smithfield Speed Study Booklet – March 11, 2026



Staff Report

**Business School
Agenda Zone
Item: Cameras**

A recent traffic study conducted in coordination with the Smithfield Police Department identified a significant speeding concern during school arrival and dismissal periods. Across three school zones, 403 drivers were recorded traveling at least 10 miles per hour above the posted speed limit in a single day, including 266 violations at Smithfield-Selma High School alone.

RedSpeed, has a fully violator-funded structure that ensures the program delivers a safety benefit to the community without impacting the Town's budget. After each violation is collected, revenue is first applied to cover all program costs, including RedSpeed's operational expenses and any applicable costs incurred by the Smithfield Police Department. Once these costs are satisfied, the remaining net revenue from each violation is distributed in accordance with state guidelines, with funds directed to the local school system to support public safety initiatives.

This program is intended to address these documented safety risks, reduce speeding during critical hours, and enhance protection for students, staff, and families traveling to and from school.

RedSpeed's Industry-leading Photo Enforcement Solution

RedSpeed is pleased to pioneer safety programs under the new SB391. Together, we can achieve the following:

Up to

90%

Reduction in School Zone Speeding



New Funding for Schools



Provide incidental crime fighting tools

North Carolina communities have a new tool to protect our children with a groundbreaking and bipartisan new law, SB391 which provides for **automated enforcement of school zones when children are present**. This new statewide law offers North Carolina communities a **simple, effective, and inexpensive** way to **protect our students**.



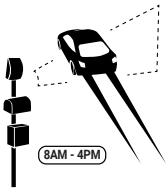
Effective Date

October 1, 2025



Notice Requirements

Advance warning signs required



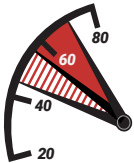
Time of enforcement

Only during posted school zone times (with advance signage)



Due Process

Right to nonjudicial hearing with district court appeal



Speed Threshold

Any speed exceeding posted school zone limit



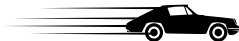
Revenue Distribution

To be determined by local agreement among city / school / LEAs



Citation Amount

\$250 (plus possible \$50 late fee)



Vehicle Owner Responsibility

Owner unless affidavit proves another was in control



Citation Type

Non-criminal, no points



DMV Involvement

DMV may refuse vehicle registration for unpaid penalties.

Turn-Key School Zone Speed Photo Enforcement Solution

Funds collected through school zone enforcement can reimburse local agencies for program costs, officer review, and administrative support. By law, the remaining proceeds are returned to local public schools — delivering benefits to public safety and education.

- **LED IR Illumination**
No distracting flash
- **ALPR**
Built-in Amber Alert
- **Color HD Video Day / Night**
- **Radar or LiDAR Speed Detection**
- **Remote Video Archive Retrieval**
- **Live Video Streaming**
- **Proven to Capture**
50% More Violations
- **Traffic and Speed Reports**
- **Single Pole Installation**



Site Selection and Analysis

Speed study of each location, accident damage analysis, engineering feasibility study



Violation Processing

Initial violation screening based on municipal rules, registered owner name / address retrieval and verification for all 50 states, printing and mailing



Camera Installation

Permit acquisition including local and state bodies, installation coordination between civil contractors and municipality



Web-Enabled Tools

All software is web-based



Payment Processing

Lockbox, online, phone and in-person payment processing of credit cards, checks and cash



Multilingual Call Center

can process payments, schedule hearings and respond to general questions.



Adjudication Support

Full municipal adjudication support options

RedSpeed will provide a **robust and customized public education and awareness program** to support your organization.

We make it easy with a **turnkey program** and **100% web based, easy-to-use** software.

Greg Parks
Senior Vice President

913 575 2912
greg.parks@redspeed-usa.com
redspeed-usa.com



School Zone Speed Study

Conducted by RedSpeed for the Smithfield Police Department
March 11, 2026



During a single-day traffic study conducted by RedSpeed for the Smithfield Police Department, RedSpeed found that 403 drivers traveled at least 10 mph above the posted speed limit in the school zones listed below.

Schools Studied	Street	Violators 10+ over
Smithfield-Selma High School	M Durwood Stephenson Pkwy	266
Smithfield Middle School	Buffalo Rd	90
West Smithfield Elementary	Galilee Rd	47

Smithfield, North Carolina Speed Study

Smithfield-Selma High School

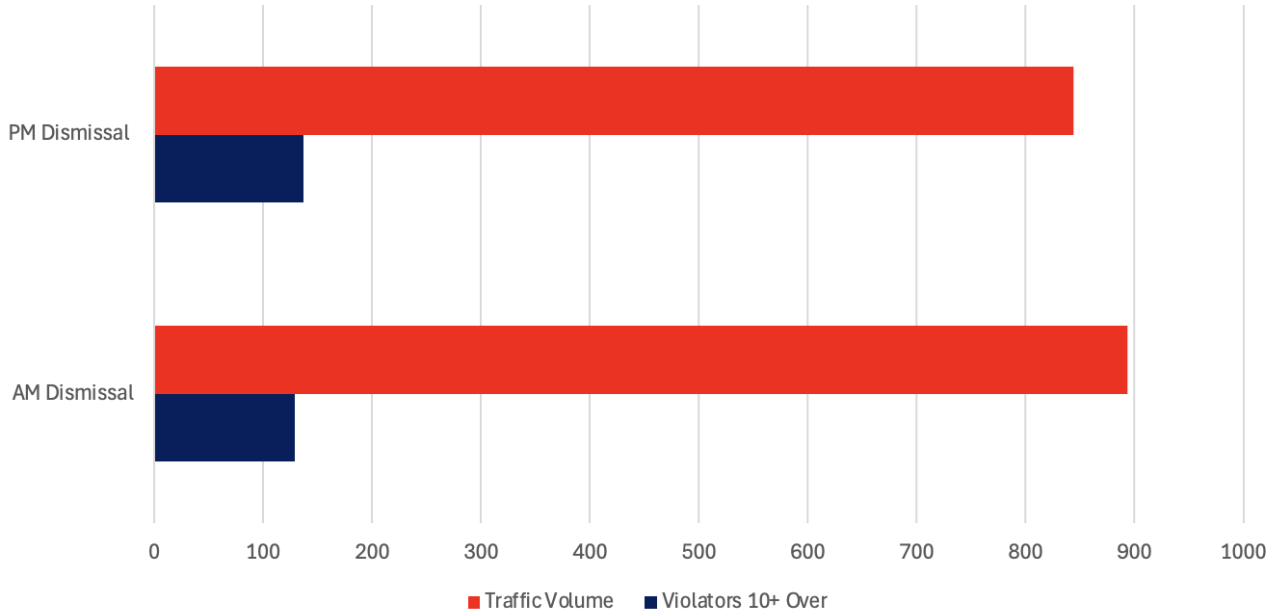
STUDY LOCATION: M Durwood Stephenson Pkwy	
SCHOOL ZONE SPEED LIMIT (During Enforced Hrs):	35 MPH
VIOLATION TRIGGER SPEED:	46 MPH
SCHOOL ZONE HOURS OF OPERATION:	7:00AM – 8:00AM / 2:30PM – 3:30PM
STUDY DATE:	03-11-2026
TRAFFIC STUDY VEHICLE COUNT:	1,737
DIRECTION:	EASTBOUND - WESTBOUND
VIOLATIONS DETECTED:	266
VIOLATIONS RATE:	15.3%



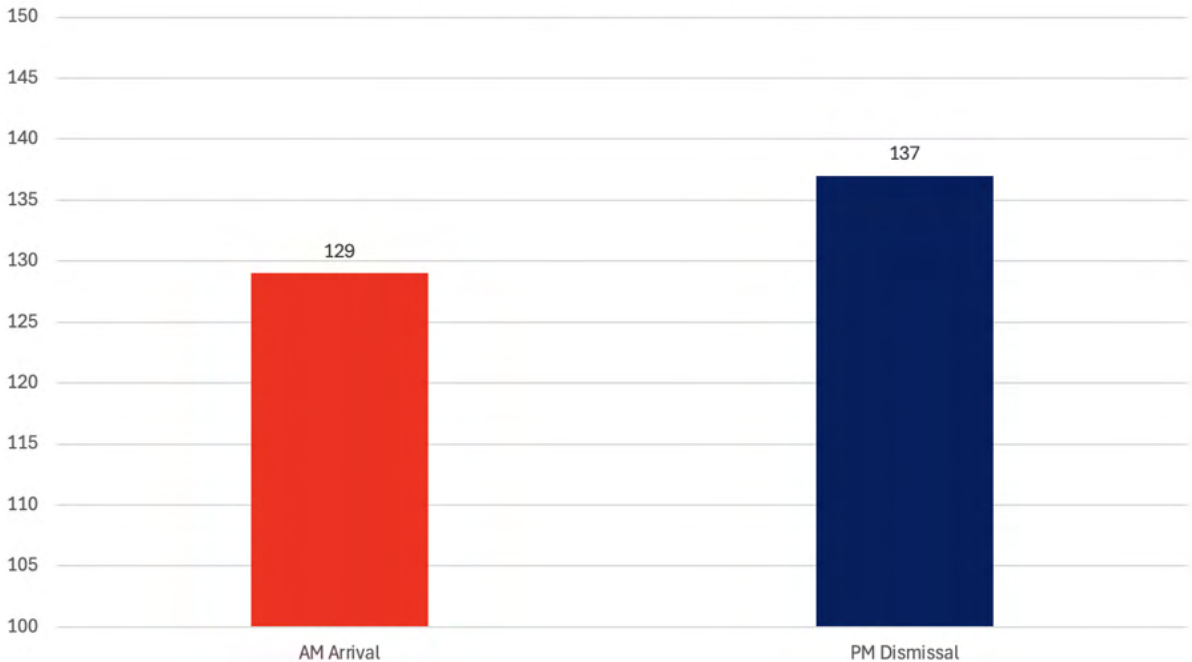
Smithfield, North Carolina Speed Study

Smithfield-Selma High School

15.3% of Drivers Violated the Speed Limit by at Least 10MPH During AM/PM Dismissal Times



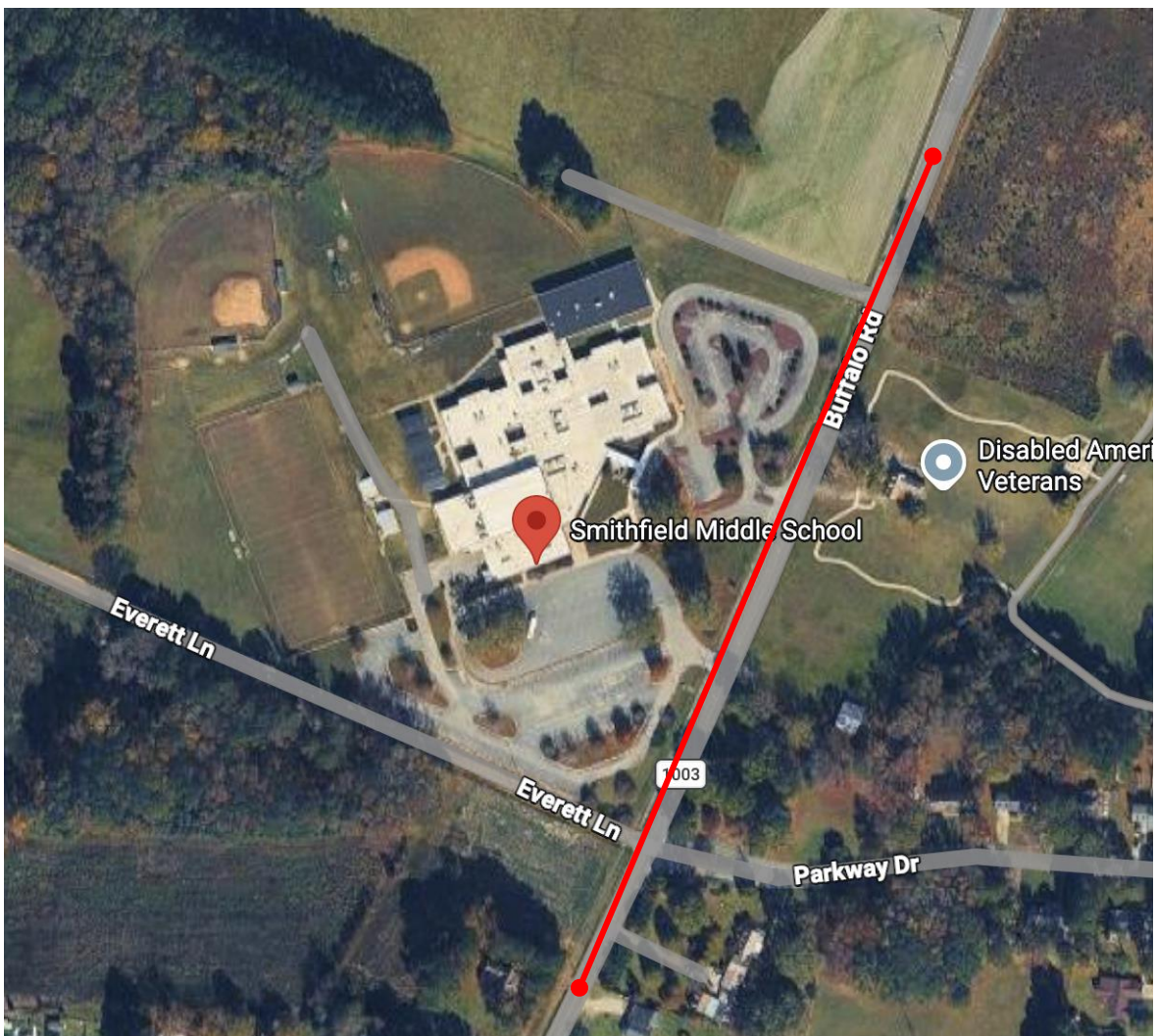
Violations by Arrival and Dismissal Time



Smithfield, North Carolina Speed Study

Smithfield Middle School

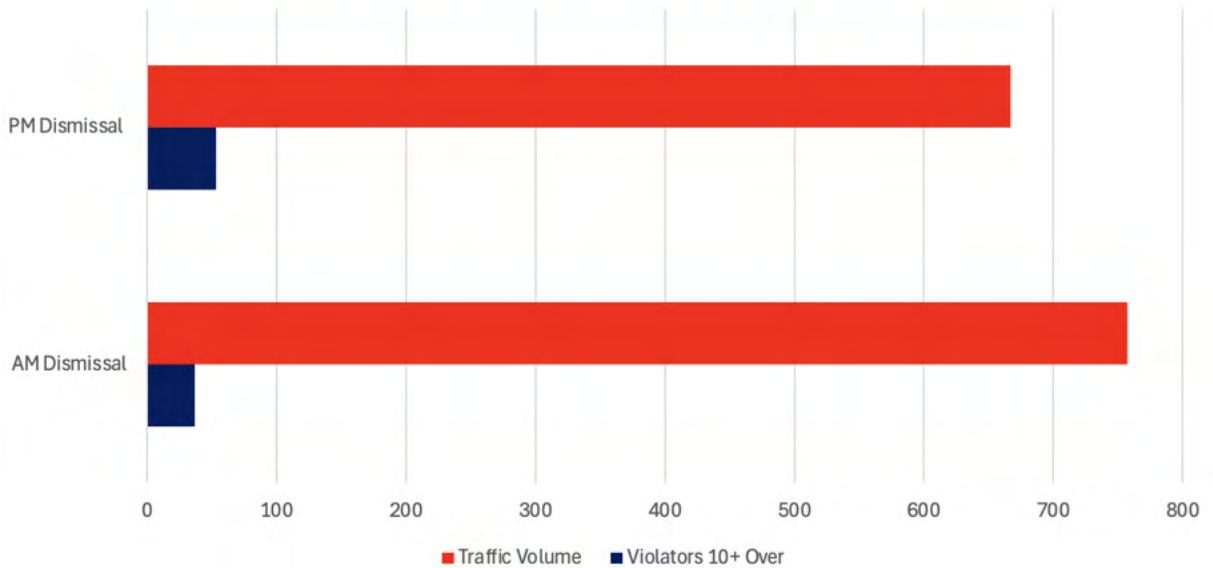
STUDY LOCATION: Buffalo Rd	
SCHOOL ZONE SPEED LIMIT (During Enforced Hrs):	35 MPH
VIOLATION TRIGGER SPEED:	46 MPH
SCHOOL ZONE HOURS OF OPERATION:	7:15AM – 8:15AM / 2:10PM – 3:10PM
STUDY DATE:	03-11-2026
TRAFFIC STUDY VEHICLE COUNT:	1,424
DIRECTION:	NORTHBOUND - SOUTHBOUND
VIOLATIONS DETECTED:	90
VIOLATIONS RATE:	6.3%



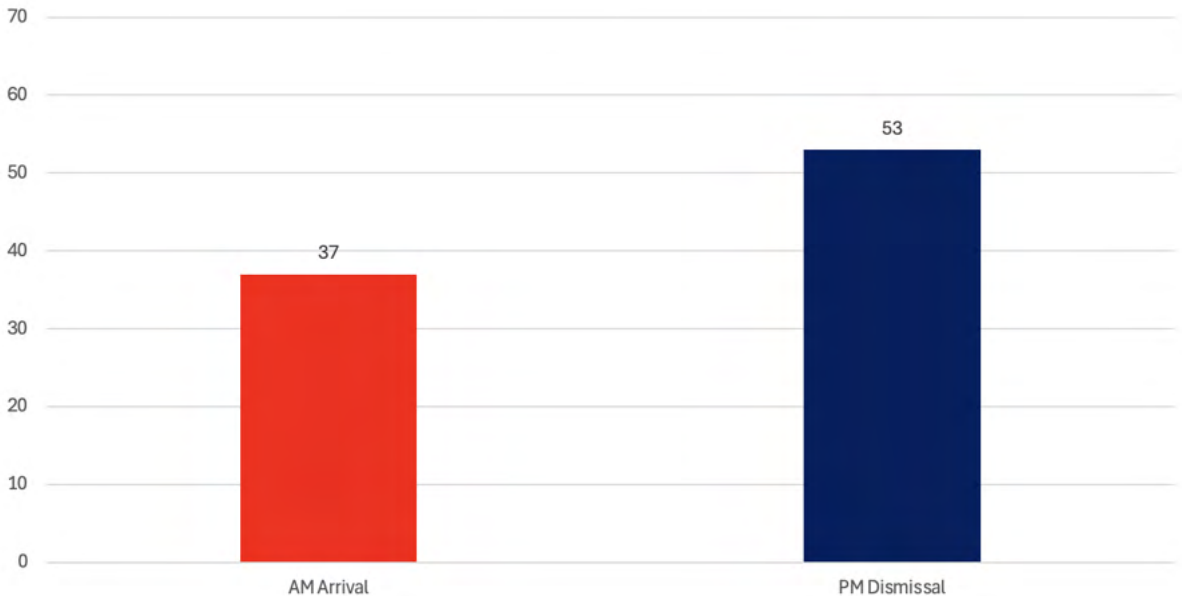
Smithfield, North Carolina Speed Study

Smithfield Middle School

6.3% of Drivers Violated the Speed Limit by at Least 10MPH During AM/PM Dismissal Times



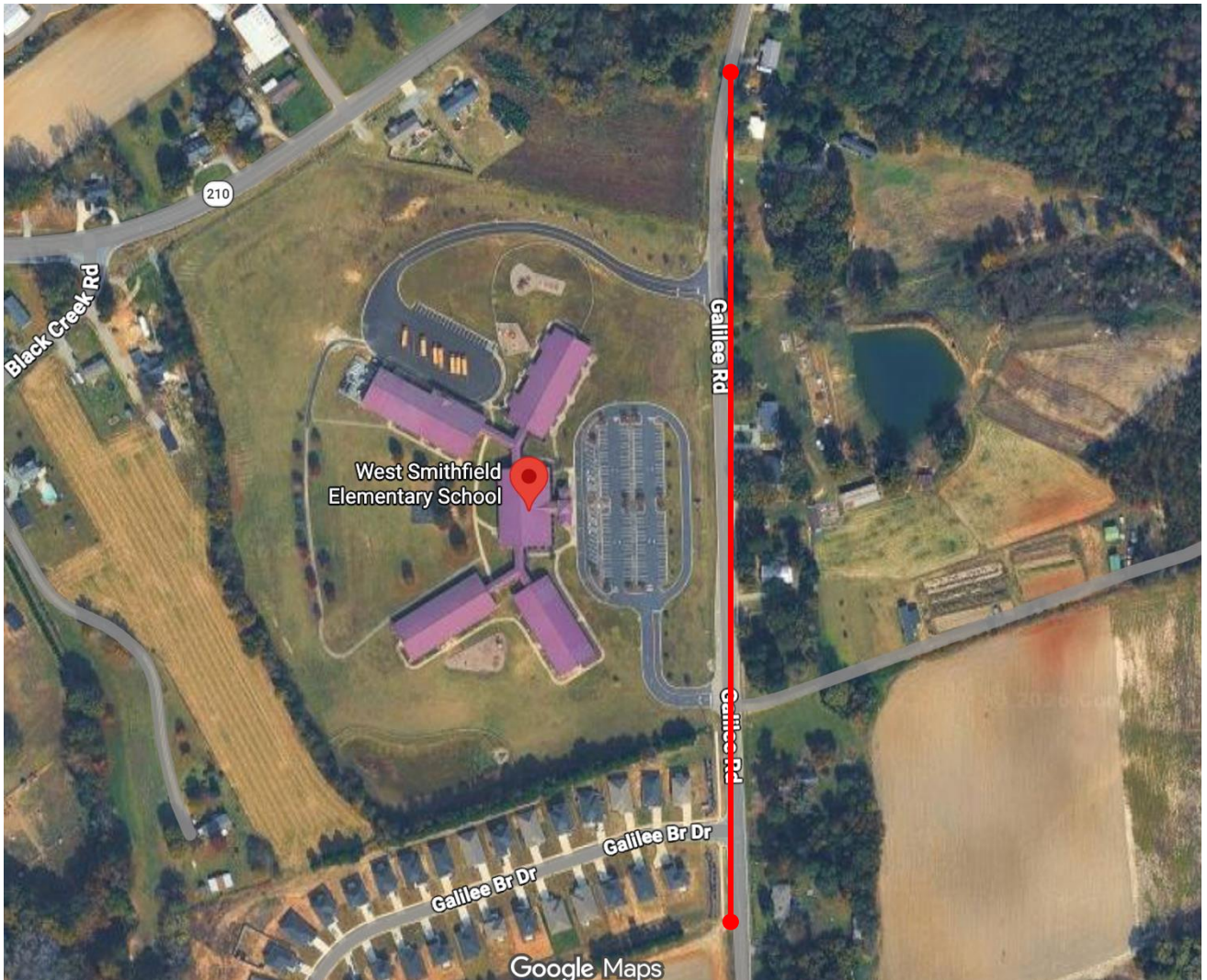
Violations by Arrival and Dismissal Time



Smithfield, North Carolina Speed Study

West Smithfield Elementary

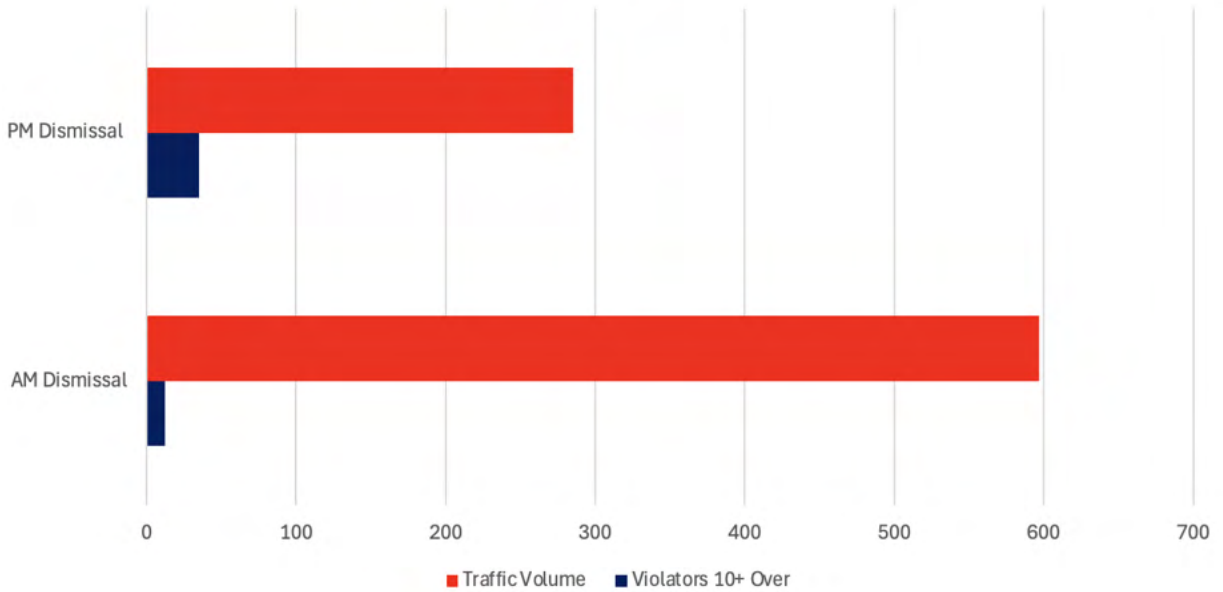
STUDY LOCATION: Galilee Rd	
SCHOOL ZONE SPEED LIMIT (During Enforced Hrs):	35 MPH
VIOLATION TRIGGER SPEED:	46 MPH
SCHOOL ZONE HOURS OF OPERATION:	8:00AM – 9:00AM / 2:30PM – 3:30PM
STUDY DATE:	03-11-2026
TRAFFIC STUDY VEHICLE COUNT:	882
DIRECTION:	NORTHBOUND - SOUTHBOUND
VIOLATIONS DETECTED:	47
VIOLATIONS RATE:	5.3%



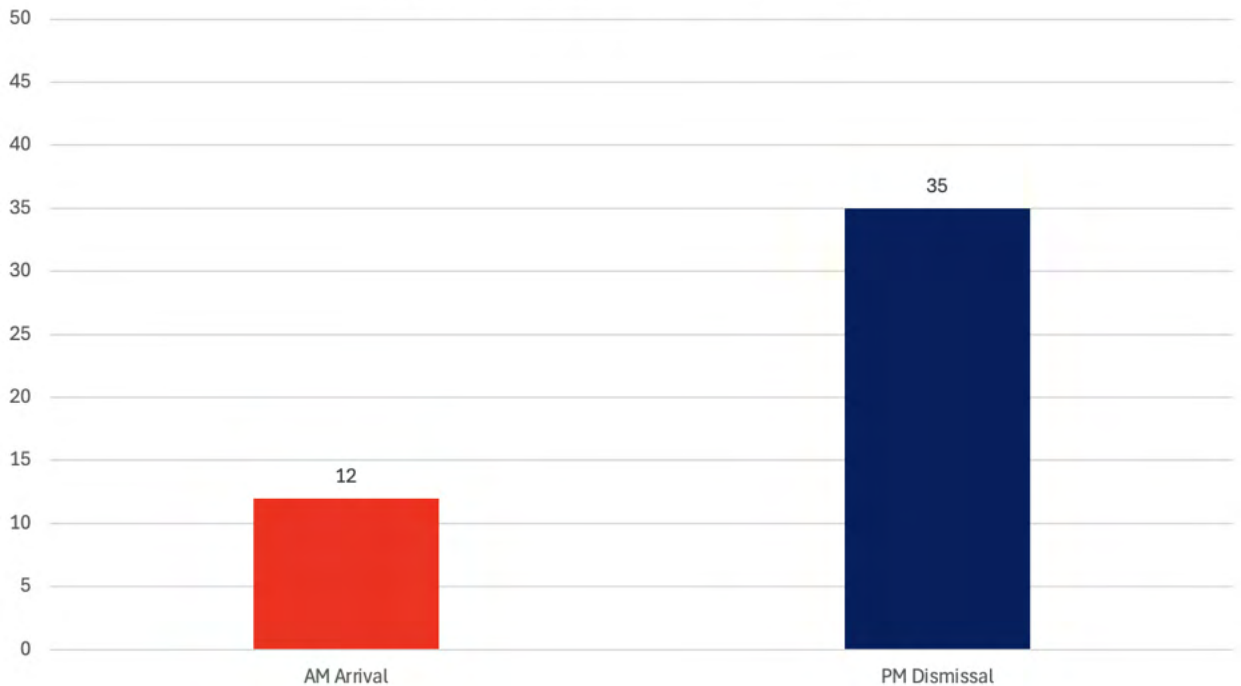
Smithfield, North Carolina Speed Study

West Smithfield Elementary

5.3% of Drivers Violated the Speed Limit by at Least 10MPH During AM/PM Dismissal Times



Violations by Arrival and Dismissal Time





Request for Town Council Action

**Business Demo
Item:**

Date: 04/07/2026

Subject: Demolition of house located at 1500 Buffalo Rd

Department: Administration

Presented by: Interim Town Manager - Kimberly Pickett

Presentation: Business Agenda Item

Issue Statement

To provide information to Council about the use of funds for the removal of the house at 1500 Buffalo Rd, Smithfield and approve the demolition

Financial Impact

\$9,650 – 10-10-4900-5300-4502 (Condemnation)

\$6,300 – 10-60-6200-5700-7400 (Parks – Capital Outlay)

Total cost \$15,950

Action Needed

To approve the demolition so the project can move forward as approved by Council

Recommendation

Staff recommends approval

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Estimate of Demolition



Staff Report

Business Demo Item:

In order to move forward with the Baseball Stadium project, we must remove the current structure that sits at 1500 Buffalo Rd. Per the signed and approved budget ordinance dated June 24, 2025 – the manager “shall be authorized to affect interdepartmental transfers, in the same fund, not to exceed 10 percent of the appropriated monies for the department whose allocation is affected”.

Prior to Manager Scott leaving on February 1, 2026 – he instructed staff to utilize funds out of the Condemnation and Parks Capital Outlay line items to remove the structure at 1500 Buffalo Rd.

1. The Condemnation line item was utilized for the year and has remaining funds left over in the amount of \$9,650
2. The Parks Capital line item had an appropriated project for \$10,000 for Athletic Field Lights Automation that when quoted was going to cost more than had been originally planned for due to electrical work in the range of \$100,000 and staff had decided to forego the project
3. The Parks Capital line item had an appropriated project for \$10,000 for Greenway Fencing that is under budget with a savings of \$2,000
4. The Parks Capital line item had an appropriated project for \$70,000 for Court Resurfacing that is under budget with a savings of \$5,000
5. The Parks Capital line item had an appropriated budget for equipment (Scag Mower, Boom Sickle Mower, & Loader Bucket) that were purchased under budget with a savings of \$5,650.25

***This is a total savings in the Parks Capital Budget of \$22,650.25*

On October 7, 2025 – this project was discussed during the Public Council Meeting as a new business item. Councilman Scott questioned the relocation of the DAV Chapter and it was implied that we would be removing the house by Manager Scott. There was also a question about the soccer field. This can be viewed on the YouTube video at 4:23:39. <https://www.youtube.com/watch?v=v9gK22vq08>

Prior to Manager Scott leaving, staff secured three bids and gave notice to DAV. We were ready to remove the house once the DAV Chapter vacated the building. Due to recent events, staff wanted to bring this forth to show further transparency to the public, as we are working through the process that a design-built contract calls for.

PROPOSAL

Stuckey's Backhoe Service, Inc

Adam Stuckey
 1388 Rains Crossroad
 Princeton, NC 27569
 Business phone: 919-201-3172
stuckeysbackhoe@gmail.com

TO:
 GARY JOHNSON
 SMITHFIELD PARKS AND REC

DATE: JANUARY 9TH 2026

INVOICE # 202605

FOR: DEMO HOUSE

Contact:
 GARY JOHNSON
gary.johnson@smithfield-nc.com

DESCRIPTION	AMOUNT
PARKS AND REC DEPARTMENT; BUFFALO RD SMITHFIELD	
MOBILIZATION	
DEMO PERMIT	
ASBESTOS TESTING- COMPLETED BY OTHERS	
TEAR DOWN & REMOVE HOUSE; HAUL AWAY HOUSE DEBRIS TO LANDFILL AND CLEAN UP SITE	
GRADE & LEVEL AREA	
CAP OFF ALL UTILITES GOING TO AND FROM HOUSE - INCLUDING SEPTIC AND WATER	
ABANDON SEPTIC TANK & WELL IF NECESSARY	
LUMP SUM	15,950.00
	SUBTOTAL \$ 15,950.00
	TAX RATE 0.00%
Make all checks payable to Adam Stuckey or Stuckey's Backhoe Service, Inc. If you have any questions concerning this invoice, contact at 919-201-3172.	SALES TAX -
Due upon receipt.	OTHER -
THANK YOU FOR YOUR BUSINESS!	TOTAL \$ 15,950.00



Quote

Date-1/8/2026

Client- Town of Smithfield
1500 Buffalo Rd Demolition

Description-Complete demo of house located at 1500 Buffalo Rd., Smithfield, NC 27577	Price
Demolition- Complete demolition of house including foundation. -Proper disposal of all demolition debris -Remove concrete handicap parking space -Necessary permits	18,000
Utilities- Disconnect and cap all utilities	\$3,000
Grading- Site grading	\$985
TOTAL	\$21,985
Projected Timeline:	
Demolition- 3-5days	
Cap utilities- 1 day	
Site grading- 1 day	

Customer Acceptance	Date

EGM GRADING & LANDSCAPING, LLC • FOUR OAKS, NC
Gage Massengill • 919.368.8094 • EGMLandscaping@gmail.com

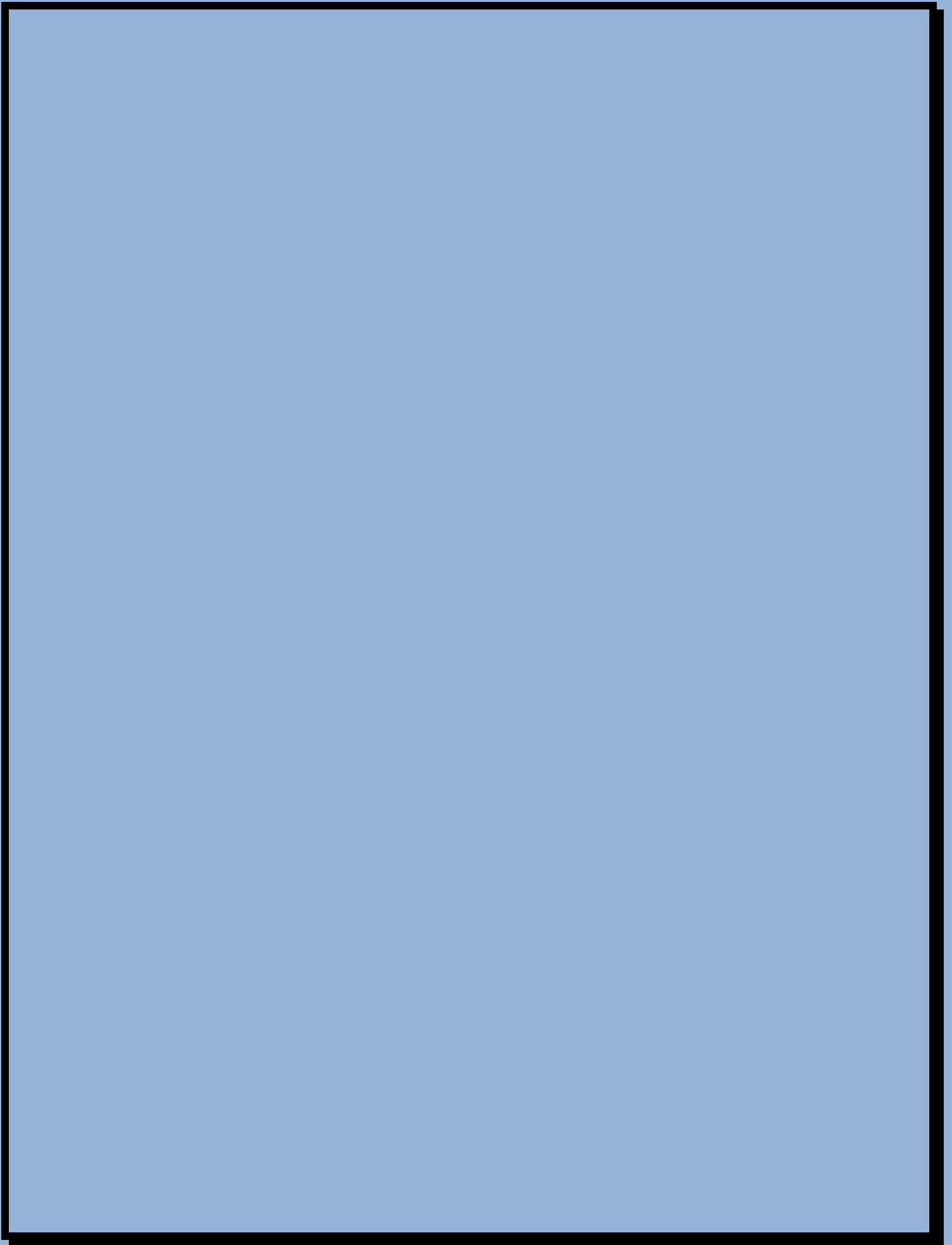
Project name	Smithfield BB Stadium_DAV House Demo
Document	Smithfield BB - DAV Demo
Estimator	Brad Milne, Sr. Precon Mgr.
Job size	1 ac
Duration	1 wk
Project	Design-Build

Group	Description	Takeoff Quantity	Total Cost/Unit	Total Amount
01-00-00	GENERAL REQUIREMENTS			
	Project Manager (1 day/week)	1 wk	700 /wk	700
	Superintendent (full time)	1 wk	3,231 /wk	3,231
	Demo Permit	1 ls	450 /ls	450
	Temporary Toilet	1 wk	185 /wk	185
	Pickup Truck - PM	1 wk	100 /wk	100
	Pickup Truck - Superintendent	1 wk	500 /wk	500
	Signage	1 wk	150 /wk	150
	Clean-up Site	1 ls	500 /ls	500
	GENERAL REQUIREMENTS		/SF	5,816
02-00-00	EXISTING CONDITIONS			
	Demo and Removal of Existing DAV House	1 ls	15,840 /ls	15,840
	EXISTING CONDITIONS		/SF	15,840

Estimate Totals

Description	Amount	Totals
Labor	3,931	
Material		
Subcontract	17,125	
Equipment	600	
Other	<u> </u>	
	21,656	21,656
GL & BR Insurance	379	
Overhead	1,157	
CM Fee	<u>2,319</u>	
	3,855	25,511
Total		25,511

Department Reports





Planning Department Development Report

Preliminary Subdivisions

Case ID	Project Name	Tax ID	Owner/Applicant	Submittal Date	PB Review Date	TC Hearing Date	Approval Date	CD Approval Date	Note
S-26-02	Clarius Industrial	17J07032	Clarius Partners LLC	1/2/2026	2/5/2026	3/17/2026	3/17/2026		
S-26-01	Mallard Crossing	#5K11019F/15K11017/15 K11047F/15L11043/15L11 042B	Mallard Rd Smithfield LLC	1/2/2026	2/5/2026	3/17/2026	3/17/2026		waiting on easement
S-25-06	West Smithfield Business Park	15078011G/ 15077033C	SST Properties	10/21/2025	11/6/2025				CD's under review
S-25-05	Waddell Drive TH	15005031, 15005029 and part	Spectrum Realty, LLC and Sun Auto Wash, LLC	10/17/2025	11/6/2025	12/16/2025	12/16/2025		CD's under review
S-25-04	Village on the Neuse	14075011A, 14001001	HomeVestors - Eric Villeneuve	4/8/2025	5/1/2025	7/15/2025	7/16/2025		An extension was granted
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	15I08014I / 15I080:	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 Developmen	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,	Vesta Enterprises, Inc.	11/18/2024	12/5/2024	1/21/2024	2/5/2025		CDs approved pending fee payments
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	denied by Council
S-24-05	Powell Tract Subdivision	15I08014 15049017/	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-Riverdate	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	

Case ID	Project Name	Tax ID	Owner/Applicant	Submittal Date	PB Review	TC Hearing	Decision	Notes
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								
CZ-25-09	Holt Lake Commercial	15J11023I	Two Magnolias Kelly Griffin/Dalton Gen Contractor	12/5/2025	1/8/2026	2/17/2026	Approved	
CZ-25-08	Grace Homemade Flex Commerc	15021009	Samet/Real Zeal Proptry Grp LLC	12/3/2025	1/8/2026	2/17/2026	Approved	
CZ-25-07	Commercial	15078011G	Twin States Farming	12/5/2025	1/8/2026	2/17/2026	Denied	
CZ-25-06	Bellamy	17K08039A/17K08032	Twin States Farming	8/1/2025	9/4/2025	10/7/2025	Denied	
CZ-25-05	Bellamy	17K08039A/17K08032	Carolina Commercial	6/25/2025	8/7/2025	8/19/2025	Approved	
CZ-25-04	Local 70 PUD Map Amendment	14057011Y						
CZ-25-03	Mallard Crossing	15K11019D, 15K11019F, 15L11043, 15K11017, 15K11047C, 15K11047F, 15K11047, 15L11042B	Contender	6/6/2025	7/10/2025	8/5/25 & 7/15/25	Approved	
CZ-25-02	Johnston Hotel (MF)	15025021 and 15025020	Noviomagus LLC	2/27/2025	4/3/2025	4/15/2025	Approved	
CZ-25-01	Finley Landing Phase 5	15077035H	FL Smithfield LLC	2/25/2025	3/6/2025	3/18/2025	Approved	
CZ-24-08	Village on the Neuse	14001001/14075011A	Village on the Neuse LLC	10/9/2024	11/14/2024	12/3/2024	Approved	
CZ-24-07	Waddell Drive TH	15005031, 15005029, 15005031a	Spectrum Realty, LLC	10/8/2024	11/14/2024	12/17/2024	Approved	
CZ-24-06	Finley Landing Alt Plan	15077035H	FL Smithfield LLC	9/13/2024	10/3/2024	10/15/2024	denied	
CZ-24-05	Buffalo Ridge	140001021	Smithfield Land Group	8/6/2024	9/5/2024	9/17/2025	Approved	
CZ-24-04	Massey Street Subd.	15026054; 1502601	Clay Pigeons Properties	7/3/2024	8/1/2024	8/20/2024	Approved	
CZ-24-03	Buffalo Ridge	140001021	Smithfield Land Group	5/3/2024	6/6/2024	6/18/2024	Denied	
CZ-24-02	Local 70 PUD	14057011Y, 14505						
CZ-24-01	Carmax	7011X, 14057011Y 15L10061	Smithfield Growth llc Centerpoint/CE Group	3/11/2024	4/4/2024	5/21/2024	Approved	under construction
Special Use Permits								
Case ID	Project Name	Tax ID	Owner/Applicant	Submittal Date	PB Review	TC Hearing	Decision	Notes
SUP-26-01	Cloak & Dagger Tattoo	1502109	Owner: Grace Homemade International, LLC // Applicant: Drew & Mandy Lockamy	3/12/2026	4/2/2026	5/19/2026		
SUP-25-03	Foster Home	15058013	Kisha and Joshua Davis	12/29/2025	2/5/2026	3/17/2026	Approved	

SUP-25-02	Aruza Pest Control	14002010c	Allied Commercial Properteris LLC	11/4/2025	12/4/2025	1/20/2025	Approved		
SUP-25-01	Adrenaline Designs Tattoo Est	14074002/140740 02B	David Seigler/Adrenaline Designs Brown Investment	10/27/2025	12/4/2025	1/20/2025	Approved		
SUP-24-05	Stadler Station	15074012E	Proprties Shovel Ready Johnston,	8/13/2024	10/3/2024	11/19/2024	Approved		
SUP-24-04	Heritage Townes at NCC210	15079012A	Inc	8/6/2024				Project withdrawn	
SUP-24-03	Country Club Townhomes	15J1 1023	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	
RZ-26-02	Lincoln Barbour Farm	14K09195C	Lincoln Barbour (Heirs) // Applicant: Donna Barbour Oldham	3/9/2026	4/2/2026	5/19/2026			
RZ-26-01	Peedin Family Rezoning	15M12027G	Timothy and Melanie Peedin	2/5/2026	3/5/2026	3/17/2026	Approved		
RZ-25-04	Johnson-US 70 Business	15078019C	Kim and Chris Johnson	9/30/2025	11/6/2025	12/16/2025	Approved		
RZ-25-03	Mitchell Concrete to R-20A/B-3	15O99004J and 15080012	Marshall Concrete	6/27/2025	8/7/2025	9/16/2025	Approved		
RZ-25-01	B-3/R-20A to LI	17J07032	Clarius	6/4/2025	7/10/2025	8/19/2025	Approved		
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	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	JOCO	3/20/2024	5/2/2024	5/21/2024	Approved		

Case ID	Project Name	Tax ID	Owner/Applicant	Submittal Date	First Review Complete	2nd Review Complete	3rd Review Complete	Approval Date	Notes
RZ-24-01	Swift Creek Property to LI	15j08015b /15j08014C	Tulloch/Groschlose	3/2/2024	4/4/2024	5/7/2024	Approved		
Site Plans									
SP-25-11	Floyd Landing -Anthemmet Teleco	15077022A	Keener Lumber	11/24/2025	12/13/2025			12/16/2025	
SP-25-10	7 Brews Coffee	14074013A	TNB Brews Smithfield LLC	11/20/2025	12/17/2025	2/19/2026		2/19/2026	
SP-25-09	Ace Fabrication	15079006	Prince Holdings QOZB,LLC	9/18/2025	10/22/2025	11/17/2025		11/17/2025	
SP-25-08	Twin Oaks Cabins	15j10061F	David Parker	8/5/2025	9/24/2025				
SP-25-07	Perfect Ride	150606006	Gray Creek Properties, LLC (Lee Stanley)	6/30/2025	8/28/2025			10/16/2025	
SP-25-06	Clarius Park Industrial	17j07032	Clarius	1/2/2026	2/13/2026				
SP-25-05	JNX Public Safety Hangar	15079001	JNX Public Safety Hangar	4/17/2025	7/11/2025	8/10/2025		8/11/2025	
SP-25-04	JNX Taxilane Rehab & Construct 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	
SP-25-01	377 West Market Office Bldg	15080053	Lee and Hudgins	8/21/2025	9/29/2025				
SP-24-14	Gates Concrete	15079005F	Larry Gates	11/14/2024	12/23/2024				Turned over to Bob for Code Enforcement
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	Delinger Inc	5/13/2024				5/29/2024	
SP-24-06	CarMax	15K10061	CE Group	4/22/2024	5/10/2024			6/21/2024	Email
SP-24-05	Equipment Share	15060031	Onyx Creative	4/25/2024	8/15/2024			11/25/2024	comments
SP-24-03	Airport Industrial Park Lot 13	15j08017P	Capital Civil Engineering	2/7/2024	2/22/2024			12/6/2024	

Case ID	Project Name	Tax ID	Owner/Applicant	Submittal Date	Council Hearing	Decision	Notes
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 5/16/2024
Annexations							
ANX-25-05	Bellamy (2nd try)	17K08039A/17K08039A	Twin States Farming	12/31/2025	2/17/2026	Denied	
ANX-25-04	Bellamy	17K08039A/17K08039A	Twin States Farming Alexis Barefoot - Heath	8/1/2025	10/7/2025	Denied	
ANX-25-03	Heath Street #215 Annexation	15078009K	Street #215	7/22/2025	9/2/2025	Approved	
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	
Variations							
Case ID	Project Name	Tax ID	Owner/Applicant	Submittal Date	BOA Review Date	Decision	Notes
BA-26-04	Mezzina Detached Garage	14057008I	Damiano Mezzina	3/6/2026	4/30/2026		
BA-26-03	GM Service, LLC Sign Variance	15A61055A	Gustavo Martinez	2/11/2026	4/30/2026		
BA-26-02	Young Privacy Fence	15051026	Caleb and Sarah Young	1/8/2026	1/29/2026	Approved	
BA-26-01	McMillen Pool House	15J11025D	Mark and Alisa McMillen	1/8/2026	1/29/2026	Approved	
BA-25-07	Smithfield West Landscape Variance	15084003D/ 15084003F	Jim Perricone	12/5/2025	1/29/2025	Approved	
BA-25-06	Clarius Park Industrial Variance	17J07032	Clarius Partners LLC Simon Property Group DBA	11/24/2025	12/18/2025	Approved	
BA-25-05	Carolina Premium Outlets Sign Variance	15074012L	Carolina Premium Outlets LLC	10/1/2025	10/30/2025	Approved	
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 57 Strickland Road ADU size Variance	15029033 17J07024E	Perry Harris Marilyn Mozingo	5/7/2025	6/12/2025	Approved	
BA-25-01	Lynda Carroll Pool Variance	15J11023P	michael and Linda Carroll	2/28/2025	3/27/2025	Approved	

Case ID	Project Name	Applicant	Submittal Date	PB Review Date	TC Hearing	Decision	Notes
BA-24-09	Curated Collections Sign Variance	15L11008T	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	7/24/2024	8/29/2024	approved	
BA-24-04	Market Street Plaza - 8' Streetyard Variance	15K10023	Adams and Hodge Engineering, PC	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	
UDO Text Amendments							
ZA-25-05	Board membership and PB recommendation	Town and DSDC	9/18/2025	5/7/2026	5/16/2026		
ZA-25-04	Private Clubs in B-1 with SS	Town and DSDC	7/17/2025	8/7/2025	4/7/2026		
ZA-25-03	DT Overlay	Town and DSDC	7/17/2025	8/7/2025	2/3/2026	Approved	
ZA-25-02	B-3 height from 40'-50'	Brown Property	6/3/2025	7/10/2025	7/15/2025	Approved	
ZA-25-01	Tattoo Establishments	Staff	10/18/2024	2/5/2025			on hold PB reviewed
ZA-24-03	Misc. MF Amendments	Staff	10/7/2024	11/14/2024-1/2/25	1/21/2025		on hold
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	



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 February 2026

Permit Type	# Issued	Permit Fees
Site Plan:		
Minor Site Plan	1	25
Total Site Plan	1	25
Site Plan Application:		
Site Plan Application	1	0
Total Site Plan Application	1	0
Zoning:		
Single Family & Two Family Zoning	1	25
Total Zoning	1	25
Zoning Permit Application:		
New Construction	5	200
Food Truck	1	100
Land Use	13	1000
Wall Sign	3	150
Total Zoning Permit Application	22	1450
Report Period Permit Total:	25	\$1,500.00
FISCAL YTD TOTAL	314	\$21,450.00

Individual Permit Breakdown for February 1st – February 28th, 2026

Permit Type	Sub Type	Permit#	Address	Issue Date	Permit Fee
Site Plan	Minor Site Plan	SP24-000026	2283 Wilson's Mills Road	02/23/2026	25
Site Plan Total	Minor Site Plan Total			1	25
Site Plan Total				1	25
Site Plan Application	Site Plan Application	SIT26-000009	838-A & B Martin Street	02/19/2026	0
Site Plan Application Total	Site Plan Application Total			1	0

Site Plan Application Total				1	0
Zoning	Single Family & Two Family Zoning	Z25-000193	3294 US 70 Business East Highway	02/16/2026	25
Zoning Total	Single Family & Two Family Zoning Total			1	25
Zoning Total				1	25
Zoning Permit Application	Food Truck	SZD26-000046	1230 North Brightleaf Boulevard	02/13/2026	100
Zoning Permit Application Total	Food Truck Total			1	100
Zoning Permit Application	Land Use	SZD26-000052	203-D Canterbury Road	02/25/2026	25
Zoning Permit Application	Land Use	SZD26-000053	201-2 S. Brightleaf Boulevard	02/26/2026	100
Zoning Permit Application	Land Use	SZD25-000126	1115 Chestnut Drive	02/18/2026	25
Zoning Permit Application	Land Use	SZD26-000047	12 Camelia Drive	02/19/2026	25
Zoning Permit Application	Land Use	SZD26-000043	1247 North Brightleaf Boulevard	02/12/2026	100
Zoning Permit Application	Land Use	SZD26-000044	1338-A North Brightleaf Boulevard	02/12/2026	100
Zoning Permit Application	Land Use	SZD26-000045	506 East Woodall Street	02/12/2026	25
Zoning Permit Application	Land Use	SZD26-000040	101 East Market Street Suite 1A	02/03/2026	100
Zoning Permit Application	Land Use	SZD26-000035	29 Strickland Road	02/05/2026	100
Zoning Permit Application	Land Use	SZD26-000036	3770 West US 70 Business Highway	02/05/2026	100
Zoning Permit Application	Land Use	SZD26-000037	1418 Wal-Pat Road	02/06/2026	100
Zoning Permit Application	Land Use	SZD26-000033	711 East Rose Street Unit B & D	02/03/2026	100
Zoning Permit Application	Land Use	SZD26-000041	317 South Third Street	02/11/2026	100
Zoning Permit Application Total	Land Use Total			13	1000
Zoning Permit Application	New Construction	SZD26-000042	240 Buckingham Court	02/11/2026	25
Zoning Permit Application	New Construction	SZD26-000038	20 White Oak Drive	02/06/2026	25

Zoning Permit Application	New Construction	SZD26-000039	14 White Oak Drive	02/06/2026	25
Zoning Permit Application	New Construction	SZD26-000049	466 West Market Street	02/20/2026	100
Zoning Permit Application	New Construction	SZD26-000050	300 Westerman Place	02/20/2026	25
Zoning Permit Application Total	New Construction Total			5	200
Zoning Permit Application	Wall Sign	SZD26-000054	201-2 S. Brightleaf Boulevard	02/26/2026	50
Zoning Permit Application	Wall Sign	SZD26-000048	1247 North Brightleaf Boulevard	02/19/2026	50
Zoning Permit Application	Wall Sign	SZD26-000034	1517 South Brightleaf Boulevard	02/03/2026	50
Zoning Permit Application Total	Wall Sign Total			3	150
Zoning Permit Application Total				22	1450
All Permits Total				25	\$1500



SMITHFIELD POLICE DEPARTMENT

110 S. Fifth Street • Smithfield, NC 27577
Phone: (919) 934-2121 • Fax: (919) 934-0223

MONTHLY STATISTICS

MONTH ENDING February 28th, 2026

	MONTHLY TOTAL	YEAR TO DATE TOTAL
CALLS FOR SERVICE	2,394	4,144
INCIDENT REPORTS TAKEN	111	224
BURGLARY	4	7
CASES CLOSED	92	174
ACCIDENT REPORTS	58	120
ARREST REPORTS TAKEN	78	153
DRUGS	26	38
DWI	2	8
CITATIONS ISSUED	474	888
PARKING/PAID	4/0	6/1
SPEEDING	118	300
NOL/DWLR	148	238
FICT/CNCL/REV REG CARD/TAG	83	117

Smithfield, North Carolina • The Heart of Johnston County Since 1777

REPORTED UCR OFFENSES FOR THE MONTH OF FEBRUARY 2026

PART I CRIMES	February 2025	February 2026	+/-	Percent Changed	Year-To-Date 2025	Year-To-Date 2026	+/-	Percent Changed
MURDER	0	1	1	N.C.	0	1	1	N.C.
RAPE	1	1	0	0%	1	2	1	100%
ROBBERY	0	0	0	N.C.	0	2	2	N.C.
Commercial	0	0	0	N.C.	0	0	0	N.C.
Individual	0	0	0	N.C.	0	2	2	N.C.
ASSAULT	3	4	1	33%	11	6	-5	-45%
* VIOLENT *	4	6	2	50%	12	11	-1	-8%
BURGLARY	4	3	-1	-25%	10	6	-4	-40%
Residential	2	1	-1	-50%	6	2	-4	-67%
Non-Resident.	2	2	0	0%	4	4	0	0%
LARCENY	39	17	-22	-56%	82	35	-47	-57%
AUTO THEFT	0	2	2	N.C.	2	4	2	100%
ARSON	0	0	0	N.C.	0	0	0	N.C.
* PROPERTY *	43	22	-21	-49%	94	45	-49	-52%
PART I TOTAL:	47	28	-19	-40%	106	56	-50	-47%
PART II CRIMES								
Drug	23	29	6	26%	41	47	6	15%
Assault Simple	10	12	2	20%	19	33	14	74%
Forgery/Counterfeit	1	2	1	100%	5	3	-2	-40%
Fraud	11	7	-4	-36%	19	10	-9	-47%
Embezzlement	2	0	-2	-100%	3	1	-2	-67%
Stolen Property	1	2	1	100%	3	2	-1	-33%
Vandalism	5	6	1	20%	8	13	5	63%
Weapons	1	0	-1	-100%	5	2	-3	-60%
Prostitution	0	0	0	N.C.	0	0	0	N.C.
All Other Sex Offens	0	0	0	N.C.	0	0	0	N.C.
Gambling	0	0	0	N.C.	0	0	0	N.C.
Offn Agnst Faml/Chld	0	0	0	N.C.	2	0	-2	-100%
D. W. I.	5	3	-2	-40%	12	12	0	0%
Liquor Law Violation	0	0	0	N.C.	1	0	-1	-100%
Disorderly Conduct	0	0	0	N.C.	2	0	-2	-100%
Obscenity	0	1	1	N.C.	0	1	1	N.C.
Kidnap	0	0	0	N.C.	0	0	0	N.C.
Human Trafficking	0	0	0	N.C.	0	0	0	N.C.
All Other Offenses	19	25	6	32%	44	47	3	7%
PART II TOTAL:	78	87	9	12%	164	171	7	4%
GRAND TOTAL:	125	115	-10	-8%	270	227	-43	-16%

N.C. = Not Calculable



**Town of Smithfield
Fire Department
February 2026**

I. Statistical Section

	Feb.	YTD
Confirmed Structure Fires	5	11
EMS Responses	166	323
Misc./Other Calls	49	91
Mutual Aid Calls	13	35
TOTAL EMERGENCY RESPONSES	278	545

	Feb.	YTD
Fire Inspections	59	115
Public Fire Education Programs	1	1
# Of Children Educated	200	200
# Of Adults Educated	100	100
Plans Review Construction/Renovation Projects	19	55
Fire Department Permits reviewed / Issued	21	40
Business Preplans	2	4
Fire Related Injuries & Deaths	0	0
# Of Civilian Deaths	0	0
# Of Civilian Injuries	0	0

II. Major Revenues

	Feb.	YTD
Inspections/Permits	\$4,160.00	\$6,340.98
Fire Recovery USA	\$3,360.86	\$3,060.00

III. Personnel Update:

Continuous Part-time positions available, 12 p/t positions currently filled including the p/t fire inspector.
1 FT Firefighter vacancy.

IV. Narrative of monthly departmental activities:

- Squad was in-service 15 of 20 days
- Training Hours for the month = 418 hours
- Total Training Hours = 845.5 hours

- Follow-ups and Re-inspections.
- Continue professional development.
- Budget process continues.
- Officer's Meeting.
- Smoke Alarm Canvas Prep
- Site Plan Review Training
- Fire Inspection Con-Ed
- Bluebeam Training with Johnston County Inspections

V. Upcoming Plans

- Continue professional development.
- Budget process continues.
- Programming and Training on new Knox Boxes.
- Large Multi-Building Site Inspections
- Specific Challenge Buildings Meeting with Johnston County
- B Johnson attending NC Fire Prevention School
- Fire Prevention Material Inventory begins



Reporting

02/01/2026 - 02/28/2026

Last Month

Export

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Work Orders Asset Health Reporting Details Recent Activity Export Data

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Reporting

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Support

Lawrence Davis

Settings

Assigned To

Due Date

Location

Priority

Add Filter

My Filters

Work Orders

Created vs. Completed

144

Created

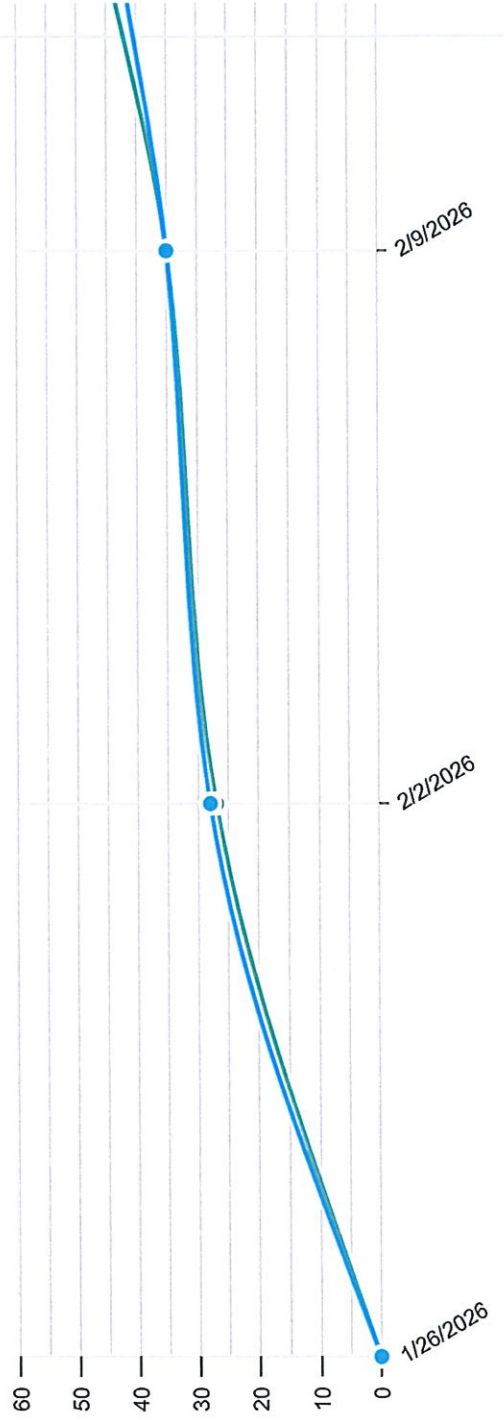
145

Completed

100.7%

Percent Completed

*More Work Orders were completed than created during this time period



**Town of Smithfield
Public Works Department
February 28, 2026**



<u>144</u>	Total Work Orders completed by the Public Works Department
<u>5</u>	Burials, at \$775.00 each = <u>\$3,875.00</u>
<u>1</u>	Cremation Burial, \$475.00 each = \$475.00
<u>\$0</u>	Sunset Cemetery Lot Sales
<u>\$0</u>	Riverside Extension Cemetery Lot Sales
<u>398.65</u>	tons of household waste collected.
<u>114.00</u>	tons of yard waste collected.
<u>2.72</u>	tons of recycling collected.
<u>0</u>	gallons of used motor oil were recycled.
<u>0</u>	scrap tires were recycled.

**Town of Smithfield
Public Works Appearance Division
Cemetery, Landscapes, and Grounds Maintenance
Buildings, Facilities, and Sign Division
Monthly Report
February 28, 2026**



I. Statistical Section

- 6 Burials
- 0 Works Orders – Buildings & Facilities Division
- 46 Work Orders – Grounds Division
- 32 Work Orders – Sign Division

II. Major Revenues

Sunset Cemetery Lot Sales:	\$ 0
Riverside Ext Cemetery Lot Sales:	\$ 0
Grave Opening Fees:	\$ 4,350.00
Total Revenue:	\$ 4,350.00

III. Major Expenses for the Month:

Paid Craft Digging service \$3,350.00 for grave opening and closing. Piedmont Natural Gas Service \$1,209.30 for gas for the Town Hall.

IV. Personnel Update:

None

V. Narrative of monthly departmental activities:

The overall duties include daily maintenance on cemeteries, landscapes, right-of-ways, buildings, and facilities. The Appearance Division safety meeting was on "Blood Pressure Screenings" with Jaime Pearce with Wellness Works.



Reporting

02/01/2026 - 02/28/2026

Last Month

Export

Build report

Work Orders Asset Health Reporting Details Recent Activity Export Data

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Work Orders 6

Reporting

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Automations

Locations

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Support

Lawrence Davis

Settings

Jesus Mier

Due Date

Location

Priority

Add Filter

Reset Filters

Save Filters

M

Work Orders

Created vs. Completed

37

Created

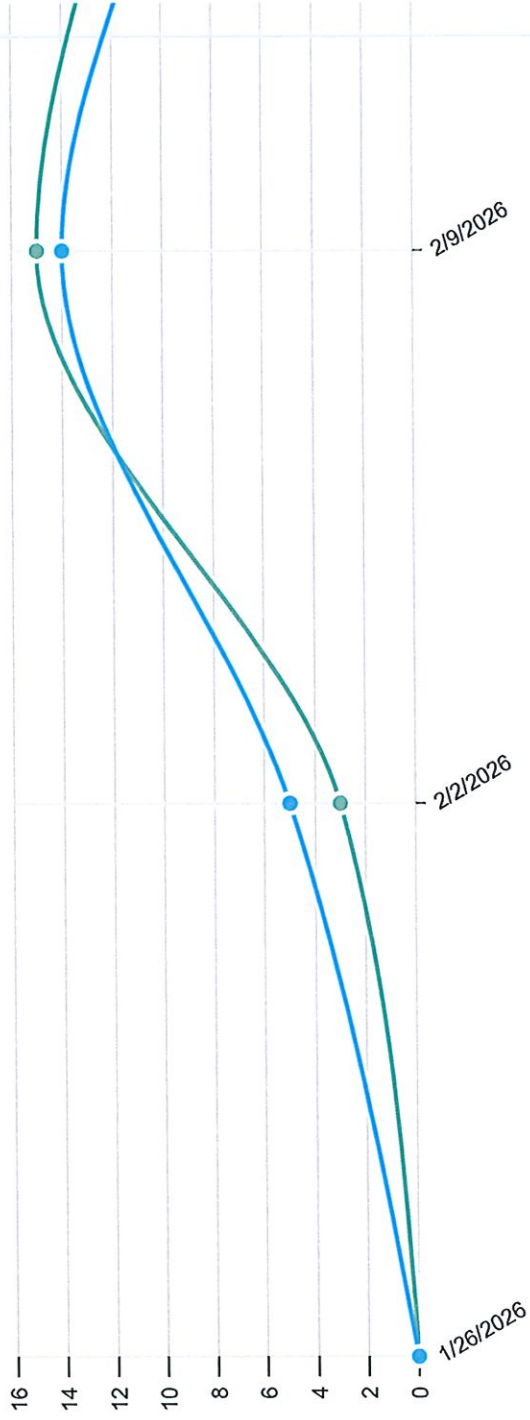
34

Completed

91.9%

Percent Completed

+ Add to Dashboard





Work Orders List for 02/01/2026 - 02/28/2026

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
ID: #6837 Miscellaneous inclement weather duties Type: Reactive Streets Division Warren Summers		✓ Done Completed by Warren Summers on 02/03/2026	Total Time Costs Total Time 7h 38m 11s Total Costs \$157.77	
ID: #6841 Basin inspection and miscellaneous duties Type: Reactive Drainage and Streets Warren Summers		✓ Done Completed by Warren Summers on 02/04/2026	Total Time Costs Total Time 8h 26m 43s Total Costs \$174.48	
ID: #6846 Pothole repair and miscellaneous duties Type: Reactive Drainage and Streets Warren Summers		✓ Done Completed by Warren Summers on 02/05/2026	Total Time Costs Total Time 8h 43m 24s Total Costs \$180.22	
ID: #6863 708 and 709 Blount Street, potholes Type: Reactive High Warren Summers	Drainage Division Street Division	02/06/2026 ✓ Done Completed by Warren Summers on 02/06/2026	Total Time Costs Total Time 1h 49m 33s Total Costs \$37.72	

Drainage
Potholes
and
street
repairs

Warren Summers

ID: #6859

Inspecting basins and
miscellaneous duties

Type: Reactive

Drainage and
miscellaneous

Warren Summers

Total Time Costs \$160.32
Total Time 7h 45m 35s
Total Costs \$160.32

✓ Done
Completed by Warren
Summers on 02/06/2026

ID: #6865

Basin inspection and
trash and debris
pickup

Type: Reactive

Drainage and
miscellaneous

Warren Summers

Total Time Costs \$181.30
Total Time 8h 46m 32s
Total Costs \$181.30

✓ Done
Completed by Warren
Summers on 02/09/2026

ID: #6876

Basin inspection and
miscellaneous duties

Type: Reactive

Drainage and
miscellaneous

Warren Summers

Total Time Costs \$176.14
Total Time 8h 31m 32s
Total Costs \$176.14

✓ Done
Completed by Warren
Summers on 02/10/2026

ID: #6899

Basin inspection
Miscellaneous duties

Type: Reactive

Drainage and

Total Time Costs \$156.67
Total Time 7h 35m 0s
Total Costs \$156.67

✓ Done
Completed by Warren
Summers on 02/13/2026

WORK ORDER INFO

LOCATION & ASSET

DUE & STATUS

TIME & COST

PROCEDURE ANSWERS

miscellaneous

Warren Summers

ID: #6900

Basin inspection and miscellaneous duties

Type: Reactive

Drainage and miscellaneous

Warren Summers

Total Time Costs \$181.85
Total Time 8h 48m 7s
Total Costs \$181.85

✓ Done

Completed by Warren Summers on 02/16/2026

ID: #6920

Pot whole in front of house

Type: Reactive

Drainage Potholes and street repairs

Warren Summers

Total Time Costs \$5.17
Total Time 15m 0s
Total Costs \$5.17

✓ Done

Completed by Warren Summers on 02/17/2026

ID: #6908

Basin inspection and miscellaneous duties

Type: Reactive

Drainage and miscellaneous

Warren Summers

Total Time Costs \$174.78
Total Time 8h 27m 36s
Total Costs \$174.78

✓ Done

Completed by Warren Summers on 02/17/2026

ID: #6928

Pothole repairs and miscellaneous duties

Type: Reactive

Drainage and Streets

Warren Summers

Total Time Costs \$175.54
Total Time 8h 29m 47s
Total Costs \$175.54

✓ Done

Completed by Warren Summers on 02/19/2026

Warren Summers

ID: #6942
Basin inspection, pothole repair, miscellaneous duties
 Type: Reactive
Drainage and miscellaneous
 Warren Summers

✓ Done
 Completed by Warren Summers on 02/20/2026

Total Time Costs
 Total Time 8h 33m 9s
Total Costs \$176.69

ID: #6947
Basin inspection and miscellaneous duties
 Type: Reactive
Drainage and miscellaneous
 Warren Summers

✓ Done
 Completed by Warren Summers on 02/23/2026

Total Time Costs
 Total Time 10h 35m 3s
Total Costs \$218.67

ID: #6950
Basin inspection pothole repair and miscellaneous duties
 Type: Reactive
Drainage and Streets
Drainage, potholes, miscellaneous
 Warren Summers

✓ Done
 Completed by Warren Summers on 02/24/2026

Total Time Costs
 Total Time 8h 56m 36s
Total Costs \$184.77

ID: #6966
Basin inspection and miscellaneous duties
 Type: Reactive
Drainage and miscellaneous
 Warren Summers

✓ Done
 Completed by Warren Summers on 02/27/2026

Total Time Costs
 Total Time 24h 0m 3s
Total Costs \$495.86

Warren Summers

ID: #6969

Basin inspection and miscellaneous duties

Type: Reactive

Drainage and miscellaneous

Warren Summers

✓ Done
Completed by Warren Summers on 02/27/2026

Total Time Costs
Total Time
7h 41m 42s

Total Costs
\$158.98

Signed off by

Date



Reporting

02/01/2026 - 02/28/2026

Last Month

Export

Build report

Work Orders Asset Health Reporting Details Recent Activity Export Data

Custom Dashboards

- J.B. Young
- Due Date
- Location
- Priority
- + Add Filter
- Reset Filters
- Save Filters
- M

Work Orders

Created vs. Completed >

32

Created

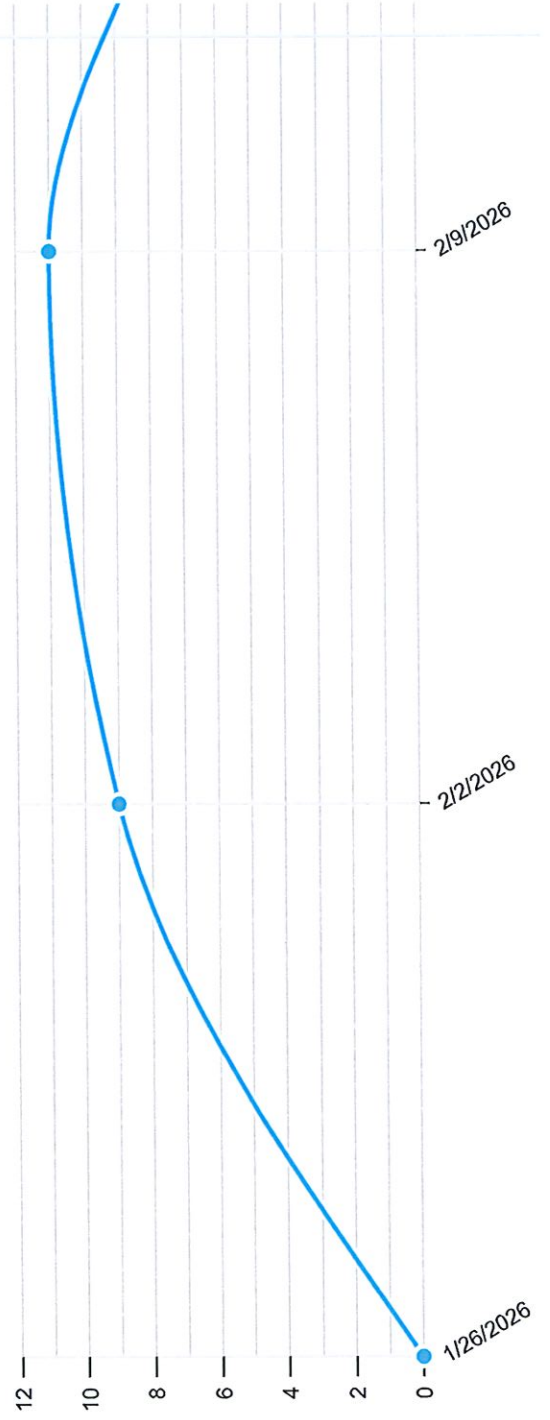
32

Completed

100.0%

Percent Completed

+ Add to Dashboard



Work Orders 6

Reporting

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Automations

Locations

Teams / Users

Support

Lawrence Davis

Settings

Work Orders List for 02/01/2026 - 02/28/2026



WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
ID: #6842 Street blades missing Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 02/04/2026	Total Time Costs Total Time 1h 20m 0s Total Costs \$20.00	
ID: #6843 Children at play sign leaning Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 02/04/2026	Total Time Costs Total Time 10m 0s Total Costs \$2.50	
ID: #6844 Stopsign leaning Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 02/04/2026	Total Time Costs Total Time 10m 0s Total Costs \$2.50	
ID: #6847 25mph sign leaning Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 02/05/2026	Total Time Costs Total Time 10m 0s Total Costs \$2.50	
ID: #6850 Stopsign been hit Type: Reactive		✓ Done Completed by J.B. Young on 02/05/2026	Total Time Costs Total Time 15m 0s Total Costs \$3.75	

WORK ORDER INFO

LOCATION & ASSET

DUE & STATUS

TIME & COST

PROCEDURE ANSWERS

Signage

J.B. Young

ID: #6853

Faded stopsign

Type: Reactive

Signage

J.B. Young

✓ Done

Completed by J.B. Young on
02/05/2026

Total Costs \$3.75

Total Time Costs \$5.65

Total Time 22m 35s

Total Costs \$5.65

ID: #6854

Faded 25mph sign

Type: Reactive

Signage

J.B. Young

✓ Done

Completed by J.B. Young on
02/05/2026

Total Time Costs \$4.08

Total Time 16m 20s

Total Costs \$4.08

ID: #6860

Faded street blades

Type: Reactive

Signage

J.B. Young

✓ Done

Completed by J.B. Young on
02/06/2026

Total Time Costs \$19.75

Total Time 1h 19m 1s

Total Costs \$19.75

ID: #6862

Faded 25mph sign

Type: Reactive

Signage

J.B. Young

✓ Done

Completed by J.B. Young on
02/06/2026

Total Time Costs \$3.20

Total Time 12m 49s

Total Costs \$3.20

ID: #6866

Broken limb hanging in street

Type: Reactive

Signage

J.B. Young

✓ Done

Completed by J.B. Young on
02/09/2026

Total Time Costs \$2.50

Total Time 10m 0s

Total Costs \$2.50

WORK ORDER INFO

LOCATION & ASSET

DUE & STATUS

TIME & COST

PROCEDURE ANSWERS

ID: #6868
Damaged 25mph sign
 Type: Reactive
[Signage](#)
 J.B. Young

✓ Done
 Completed by J.B. Young on
 02/09/2026
 Total Time Costs
 Total Time 10m 0s
Total Costs \$2.50

ID: #6878
Faded stopsign
 Type: Reactive
[Signage](#)
 J.B. Young

✓ Done
 Completed by J.B. Young on
 02/10/2026
 Total Time Costs
 Total Time 15m 36s
Total Costs \$3.90

ID: #6880
Faded street blades
 Type: Reactive
[Signage](#)
 J.B. Young

✓ Done
 Completed by J.B. Young on
 02/10/2026
 Total Time Costs
 Total Time 57m 31s
Total Costs \$14.38

ID: #6882
Damaged 25mph sign
 Type: Reactive
[Signage](#)
 J.B. Young

✓ Done
 Completed by J.B. Young on
 02/10/2026
 Total Time Costs
 Total Time 11m 0s
Total Costs \$2.75

ID: #6885
Faded street blades
 Type: Reactive
[Signage](#)
 J.B. Young

✓ Done
 Completed by J.B. Young on
 02/12/2026
 Total Time Costs
 Total Time 1h 10m 51s
Total Costs \$17.71

ID: #6887
Faded 25mph sign
 Type: Reactive

✓ Done
 Completed by J.B. Young on
 02/12/2026
 Total Time Costs
 Total Time 9m 31s
Total Costs \$2.38

[Signage](#)

J.B. Young

ID: #6889

Faded 2-HR Parking sign

Type: Reactive

[Signage](#)

J.B. Young

Total Time Costs
Total Time
11m 10s

Total Costs \$2.79

✓ Done

Completed by J.B. Young on 02/12/2026

ID: #6891

25mph sign leaning

Type: Reactive

[Signage](#)

J.B. Young

Total Time Costs
Total Time
7m 0s

Total Costs \$1.75

✓ Done

Completed by J.B. Young on 02/13/2026

ID: #6897

Faded 25mph sign

Type: Reactive

[Signage](#)

J.B. Young

Total Time Costs
Total Time
11m 19s

Total Costs \$2.83

✓ Done

Completed by J.B. Young on 02/13/2026

ID: #6898

No thru trucks sign leaning

Type: Reactive

[Signage](#)

J.B. Young

Total Time Costs
Total Time
10m 0s

Total Costs \$2.50

✓ Done

Completed by J.B. Young on 02/13/2026

ID: #6904

Faded Bump sign

Type: Reactive

[Signage](#)

J.B. Young

Total Time Costs
Total Time
20m 0s

Total Costs \$5.00

✓ Done

Completed by J.B. Young on 02/16/2026

WORK ORDER INFO

LOCATION & ASSET

DUE & STATUS

TIME & COST

PROCEDURE ANSWERS

ID: #6906
Faded street blades
 Type: Reactive
[Signage](#)
 J.B. Young

✓ Done
 Completed by J.B. Young on
 02/16/2026

Total Time Costs
 Total Time 1h 21m 15s
Total Costs \$20.31

ID: #6907
Damaged stopsign
 Type: Reactive
[Signage](#)
 J.B. Young

✓ Done
 Completed by J.B. Young on
 02/16/2026

Total Time Costs
 Total Time 14m 25s
Total Costs \$3.60

ID: #6916
Faded 25mph sign
 Type: Reactive
[Signage](#)
 J.B. Young

✓ Done
 Completed by J.B. Young on
 02/17/2026

Total Time Costs
 Total Time 15m 0s
Total Costs \$3.75

ID: #6917
Divided highway sign leaning
 Type: Reactive
[Signage](#)
 J.B. Young

✓ Done
 Completed by J.B. Young on
 02/17/2026

Total Time Costs
 Total Time 10m 0s
Total Costs \$2.50

ID: #6925
Make new street blades
 Type: Reactive
[Signage](#)
 J.B. Young

✓ Done
 Completed by J.B. Young on
 02/18/2026

Total Time Costs
 Total Time 1h 2m 6s
Total Costs \$15.53

ID: #6951
Faded 25mph sign

✓ Done
 Completed by J.B. Young on
 02/24/2026

Total Time Costs
 Total Time 11m 6s
Total Costs \$2.78

WORK ORDER INFO

LOCATION & ASSET

DUE & STATUS

TIME & COST

PROCEDURE ANSWERS

Type: Reactive

[Signage](#)

J.B. Young

ID: #6952

Speed bump sign leaning

Type: Reactive

[Signage](#)

J.B. Young

ID: #6955

Put up 3-Way signs

Type: Reactive

[Signage](#)

J.B. Young

ID: #6965

Cut right away

Type: Reactive

[Signage](#)

J.B. Young

ID: #6972

Do not litter sign torn down

Type: Reactive

[Signage](#)

J.B. Young

ID: #6976

No Parking sign leaning

Type: Reactive

[Signage](#)

Total Costs \$2.78

Total Time Costs \$2.07
Total Time 8m 17s

Total Costs \$2.07

Total Time Costs \$5.06
Total Time 20m 14s

Total Costs \$5.06

Total Time Costs \$33.75
Total Time 2h 15m 0s

Total Costs \$33.75

Total Time Costs \$2.92
Total Time 11m 40s

Total Costs \$2.92

Total Time Costs \$2.50
Total Time 10m 0s

Total Costs \$2.50

J.B. Young

Signed off by

Date



Reporting

02/01/2026 - 02/28/2026

Last Month

Export

Build report

Work Orders Asset Health Reporting Details Recent Activity Export Data

Custom Dashboards

Andrew Strickland

Due Date

Location

Priority

+ Add Filter

Reset Filters Save Filters

Work Orders

Created vs. Completed

12

Created

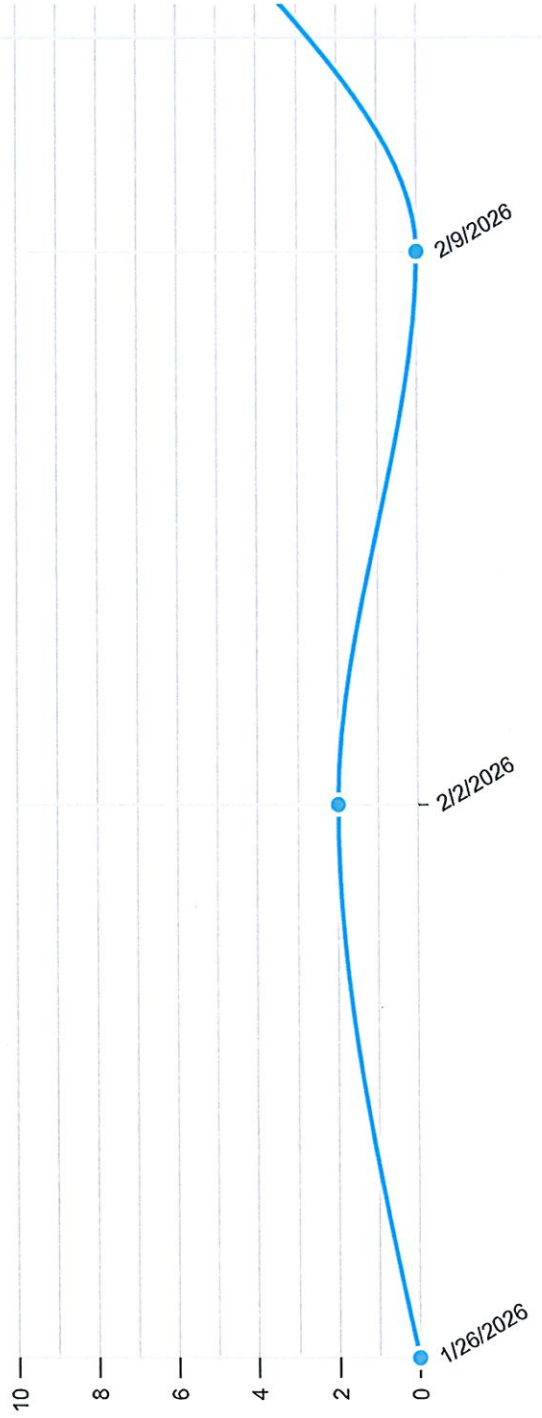
12

Completed

100.0%

Percent Completed

+ Add to Dashboard



Work Orders 6

Reporting

Requests

Assets

Messages

Categories

Parts Inventory

Library

Meters

Automations

Locations

Teams / Users

Support

Lawrence Davis

Settings

**Town of Smithfield
Public Works Fleet Maintenance Division
Monthly Report
February 28, 2026**



I. Statistical Section

 2 Preventive Maintenances

 0 North Carolina Inspections (Outsourced)

 12 Work Orders

II. Major Revenues

None for the month

III. Major Expenses for the Month:

none.

IV. Personnel Update:

None for the month

V. Narrative of monthly departmental activities:

The shop employee performed preventive maintenances on all Town owned generators. The Public Works Department safety meeting was on "Blood Pressure Screenings". With Jamie Pearce

Work Orders List for 02/01/2026 - 02/28/2026



WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
ID: #6855 Fix cylinder pin 806 Type: Reactive Utilities Andrew Strickland	Drainage Division Truck# 806 Parent: Public Utilities (Electric Department)	✓ Done Completed by Andrew Strickland on 02/05/2026	Total Time Costs Total Time Total Costs	\$44.66 2h 0m 0s \$44.66
ID: #6856 Service and repairs 716 Type: Reactive Utilities Andrew Strickland	Drainage Division Truck# 716 Parent: Public Utilities (Water and Sewer)	✓ Done Completed by Andrew Strickland on 02/05/2026	Total Time Costs Total Time Total Costs	\$89.32 4h 0m 0s \$89.32
ID: #6929 Installed back up camera system. 304 Type: Reactive Sanitation Division Andrew Strickland	Drainage Division Truck #304 Parent: Sanitation Division	✓ Done Completed by Andrew Strickland on 02/19/2026	Total Time Costs Total Time Total Costs	\$89.32 4h 0m 0s \$89.32
ID: #6930 Replaced def tank and sending unit 304 Type: Reactive Sanitation Division Andrew Strickland	Drainage Division Truck #304 Parent: Sanitation Division	✓ Done Completed by Andrew Strickland on 02/19/2026	Total Time Costs Total Time Total Costs	\$44.66 2h 0m 0s \$44.66
ID: #6931	Drainage Division	✓ Done	Total Time Costs	\$44.66

WORK ORDER INFO **LOCATION & ASSET** **DUE & STATUS** **TIME & COST** **PROCEDURE ANSWERS**

Patch tire 319
 Type: Reactive
Sanitation Division
 Andrew Strickland

Parent: Sanitation Division
 Truck #319
 Completed by Andrew Strickland on 02/19/2026

Total Time: 2h 0m 0s
Total Costs: \$44.66

ID: #6932
Installed new tag can flipper 305
 Type: Reactive
Sanitation Division
 Andrew Strickland

Drainage Division
 Parent: Sanitation Division
 Truck #305
 Completed by Andrew Strickland on 02/19/2026

Total Time Costs: \$44.66
 Total Time: 2h 0m 0s
Total Costs: \$44.66

ID: #6933
Fix coolant leak 305
 Type: Reactive
Sanitation Division
 Andrew Strickland

Drainage Division
 Parent: Sanitation Division
 Truck #305
 Completed by Andrew Strickland on 02/19/2026

Total Time Costs: \$66.99
 Total Time: 3h 0m 0s
Total Costs: \$66.99

ID: #6934
Repaired tire 322
 Type: Reactive
Sanitation Division
 Andrew Strickland

Public Works Facility
 Parent: Sanitation Division
 Truck #322
 Completed by Andrew Strickland on 02/19/2026

Total Time Costs: \$22.33
 Total Time: 1h 0m 0s
Total Costs: \$22.33

ID: #6944
Service change oil 905
 Type: Reactive
Appearance Division
 Andrew Strickland

Appearance Division
 Parent: Appearance Division
 Truck #905
 Completed by Andrew Strickland on 02/20/2026

Total Time Costs: \$22.33
 Total Time: 1h 0m 0s
Total Costs: \$22.33

ID: #6945
 Parks and Recreation
 Done
 Total Time Costs: \$66.99

WORK ORDER INFO **LOCATION & ASSET** **DUE & STATUS** **TIME & COST** **PROCEDURE ANSWERS**

Service parks and rec tractor
 Type: Reactive
 John deere tractor Parent: Parks and recreation
 Completed by Andrew Strickland on 02/20/2026
 Total Time: 3h 0m 0s
Total Costs: \$66.99

Parks and rec
 Andrew Strickland

ID: #6958
Service truck 412
 Type: Reactive
Fleet Division
 Andrew Strickland

Drainage Division **Done**
 Completed by Andrew Strickland on 02/25/2026
 Parent: Drainage Division
Truck #412

ID: #6962
Tires truck 315
 Type: Reactive
Fleet Division
 Andrew Strickland

Drainage Division **Done**
 Completed by Andrew Strickland on 02/25/2026
 Parent: Sanitation Division
Truck #315

 Signed off by

 Date



Reporting

02/01/2026 - 02/28/2026

Last Month

Work Orders

Asset Health

Reporting Details

Recent Activity

Export Data

Custom Dashboards

Warren Summers

Due Date

Location

Priority

+ Add

Work Orders

Created vs. Completed >

+ Add to Dashboard

17

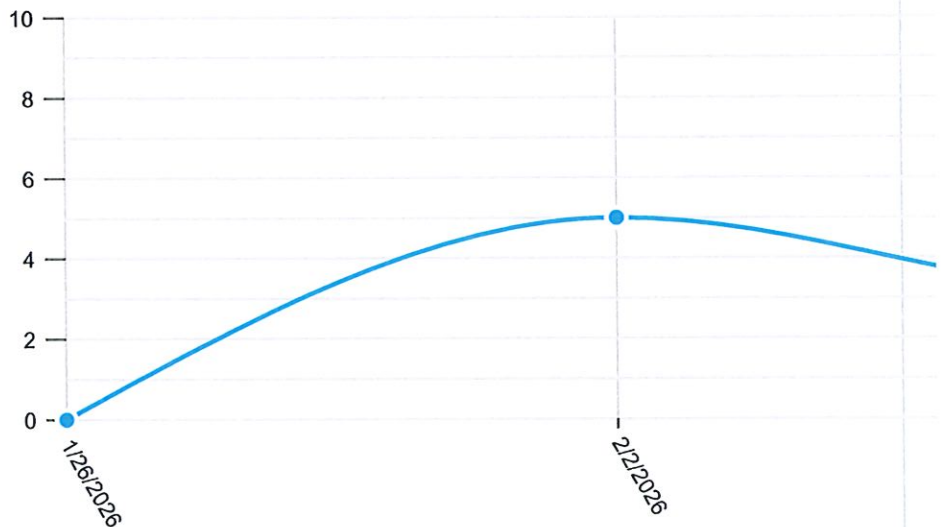
Created

17

Completed

100.0%

Percent Completed



Work Orders by Type > ⓘ

+

Preventive

Reactive

Other

%
Total Preventive Ratio

252

Work Orders 4

Reporting

Requests

Assets

Messages

Categories

Parts Inventory

Library

Meters

Automations

Locations

Teams / Users

Support

Lawrence Davis >

Settings

Town of Smithfield
Public Works Drainage/Street Division
Monthly Report
Feb. 28, 2026



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,
- c. 0 gator areas and 0 overlay.
- d. 0 Work Order – 0 Linear Feet Drainage Pipe installed.
- d. 0 Work Orders - 0 Linear Feet of ditches were cleaned
- e. 5 Work Orders – 450.00lbs. of Cold Patch was used for 5 Potholes.

II. Major Revenues

None for the month

III. Major Expenses for the Month:3

Paid \$1,448.00 to Parker Gas for Off Road Diesel

IV. Personnel Update:

No one new was hired in the month of February.

V. Narrative of monthly departmental activities:

The Public Works Department safety meeting on "Heart Disease" with Jamie Pearce of wellness works.



Work Orders List for 02/01/2026 - 02/28/2026

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
ID: #6837 Miscellaneous inclement weather duties Type: Reactive Streets Division Warren Summers		✓ Done Completed by Warren Summers on 02/03/2026	Total Time Costs \$157.77 Total Time 7h 38m 11s Total Costs \$157.77	
ID: #6841 Basin inspection and miscellaneous duties Type: Reactive Drainage and Streets Warren Summers		✓ Done Completed by Warren Summers on 02/04/2026	Total Time Costs \$174.48 Total Time 8h 26m 43s Total Costs \$174.48	
ID: #6846 Pothole repair and miscellaneous duties Type: Reactive Drainage and Streets Warren Summers		✓ Done Completed by Warren Summers on 02/05/2026	Total Time Costs \$180.22 Total Time 8h 43m 24s Total Costs \$180.22	
ID: #6863 708 and 709 Blount Street, potholes Type: Reactive High	Drainage Division Street Division	02/06/2026 ✓ Done Completed by Warren Summers on 02/06/2026	Total Time Costs \$37.72 Total Time 1h 49m 33s Total Costs \$37.72	

WORK ORDER INFO

LOCATION & ASSET

DUE & STATUS

TIME & COST

PROCEDURE ANSWERS

Drainage
Potholes
and
street
repairs

Warren Summers

ID: #6859

Inspecting basins and
miscellaneous duties

Type: Reactive

Drainage and
miscellaneous

Warren Summers

Total Time Costs \$160.32
Total Time 7h 45m 35s
Total Costs \$160.32

✓ Done
Completed by Warren
Summers on 02/06/2026

ID: #6865

Basin inspection and
trash and debris
pickup

Type: Reactive

Drainage and
miscellaneous

Warren Summers

Total Time Costs \$181.30
Total Time 8h 46m 32s
Total Costs \$181.30

✓ Done
Completed by Warren
Summers on 02/09/2026

ID: #6876

Basin inspection and
miscellaneous duties

Type: Reactive

Drainage and
miscellaneous

Warren Summers

Total Time Costs \$176.14
Total Time 8h 31m 32s
Total Costs \$176.14

✓ Done
Completed by Warren
Summers on 02/10/2026

ID: #6899

Basin inspection
Miscellaneous duties

Type: Reactive

Drainage and

Total Time Costs \$156.67
Total Time 7h 35m 0s
Total Costs \$156.67

✓ Done
Completed by Warren
Summers on 02/13/2026

miscellaneous

Warren Summers

ID: #6900
Basin inspection and miscellaneous duties
 Type: Reactive
 Total Time Costs \$181.85
 Total Time 8h 48m 7s
Total Costs \$181.85

Drainage and miscellaneous

Warren Summers

ID: #6920
Pot whole in front of house
 Type: Reactive
 Total Time Costs \$5.17
 Total Time 15m 0s
Total Costs \$5.17

Drainage Potholes and street repairs

Warren Summers

ID: #6908
Basin inspection and miscellaneous duties
 Type: Reactive
 Total Time Costs \$174.78
 Total Time 8h 27m 36s
Total Costs \$174.78

Drainage and miscellaneous

Warren Summers

ID: #6928
Pothole repairs and miscellaneous duties
 Type: Reactive
 Total Time Costs \$175.54
 Total Time 8h 29m 47s
Total Costs \$175.54

Drainage and Streets

WORK ORDER INFO

LOCATION & ASSET

DUE & STATUS

TIME & COST

PROCEDURE ANSWERS

Warren Summers

ID: #6942

Basin inspection, pothole repair, miscellaneous duties

Type: Reactive

Drainage and miscellaneous

Warren Summers

✓ Done

Completed by Warren Summers on 02/20/2026

Total Time Costs

Total Time

\$176.69

8h 33m 9s

\$176.69

ID: #6947

Basin inspection and miscellaneous duties

Type: Reactive

Drainage and miscellaneous

Warren Summers

✓ Done

Completed by Warren Summers on 02/23/2026

Total Time Costs

Total Time

\$218.67

10h 35m 3s

\$218.67

ID: #6950

Basin inspection pothole repair and miscellaneous duties

Type: Reactive

Drainage and Streets

Drainage, potholes, miscellaneous

Warren Summers

✓ Done

Completed by Warren Summers on 02/24/2026

Total Time Costs

Total Time

\$184.77

8h 56m 36s

\$184.77

ID: #6966

Basin inspection and miscellaneous duties

Type: Reactive

Drainage and miscellaneous

Warren Summers

✓ Done

Completed by Warren Summers on 02/27/2026

Total Time Costs

Total Time

\$495.86

24h 0m 3s

\$495.86

WORK ORDER INFO

LOCATION & ASSET

DUE & STATUS

TIME & COST

PROCEDURE ANSWERS

Warren Summers

ID: #6969

Basin inspection and miscellaneous duties

Type: Reactive

Drainage and miscellaneous

Warren Summers

✓ Done
Completed by Warren Summers on 02/27/2026

Total Time Costs	\$158.98
Total Time	7h 41m 42s
Total Costs	\$158.98

Signed off by

Date

Town of Smithfield
Public Works Sanitation Division
Monthly Report
February 28, 2026



I. Statistical Section

The Division collected from approximately 4,650 homes, 4 times during the month

- a. Sanitation forces completed 30 work orders
- b. Sanitation forces collected tons 389.65 of household waste
- c. Sanitation forces disposed of loads 57 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 0 tons of construction debris (C&D)
- f. Town disposed of 0 scrap tires that was collected at Convenient Site Center
- g. Recycling forces collected 2.72 tons of recyclable plastic
- h. Recycled 0 tons. of cardboard material from the Convenient Site Center
- i. A total of 7.46 tons of loose yard waste was collected and dumped Landfill.
- j. Recycled 2,340 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 3,020 lbs. of shredder steel for \$ 235.56 to Foss.

III. Major Expenses for the Month:

Spain Farms Nursery was paid \$2,156.00 for disposal of yard waste and debris. CES was paid \$4200 for a new cart tipper for TK #305. Snider Tire Co. was paid \$ 3,877.60 for rear tires for Sanitation trucks. Velocity Truck Centers was paid \$ 1,606.15 for Reactor, Decomposition for TK #304. Velocity Truck Centers was paid \$ 630.67 for hardware, injector, and dozer core for TK #304.

IV. Personnel Update:

No new hires in the month of Feb.

V. Narrative of monthly departmental activities:

Public Works Safety Training was on "Blood Pressure Screenings" With Jaime Pearce. Public works delivered traffic control devices for the MLK Parade.

Community Service Workers worked 18 Hrs.

**Town of Smithfield
Public Works Storm Water Division
Monthly Report
February 28, 2026**



I. Statistical Section

II. Major Revenues

None

III. Major Expenses for the Month:

None

IV. Personnel Update:

None

V. Narrative of monthly departmental activities:

Street Sweep and storm drain cleaning and repair.

- V.** The Public Works safety meeting was on "Heart Disease" with Jaime Pearce with Wellness Works.

**PARKS AND RECREATION / SRAC
MONTHLY REPORT
FEBRUARY, 2026**

	JULY 2025	AUGUST 2025	SEPTEMBER 2025	OCTOBER 2025	NOVEMBER 2025	DECEMBER 2025	JANUARY 2026	FEBRUARY 2026	MARCH 2026	APRIL 2026	MAY 2026	JUNE 2026	FY 25/26 YTD
PARKS AND RECREATION													
ATHLETICS PROGRAMS	3	5	5	5	2	1	1	1					23
NUMBER OF PARTICIPANTS	621	671	671	995	618	413	413	413					4815
NUMBER OF GAMES	72	23	132	201	12	0	77	98					615
PLAYER GAME EXPERIENCES	1728	834	2646	5250	360	0	1386	1764					13968
NUMBER OF PRACTICES	3	149	67	12	7	376	128	83					825
PLAYER PRACTICE EXPERIENCES	243	2520	1345	487	310	3760	1152	747					10564
NUMBER OF CAMPS	1	0	0	0	0	0	0	0					1
CAMPS SESSIONS	3	0	0	0	0	0	0	0					3
PLAYER CAMP EXPERIENCES	144	0	0	0	0	0	0	0					144
PROGRAMS	11	4	4	5	3	4	2	5					38
PROGRAMS EXPERIENCES	996	402	322	895	109	189	28	73					3014
SPECIAL EVENTS	1	0	1	1	1	3	0	1					8
ESTIMATED ATTENDANCE	3000	0	275	825	250	3701	0	258					8309
SARAH YARD VISITS	109	114	163	193	158	108	66	74					985
PARKS AND FACILITY RENTALS	11	29	47	53	16	6	2	37					201
NUMBER PARKS AND FACILITY RENTAL USERS	247	1367	3973	2845	697	60	24	652					9865
TOTAL UNIQUE CONTACTS	7088	5908	9395	11490	2502	8231	3069	3981					51664
PARKS AND RECREATION REVENUES	\$ 19,382	\$ 7,407	\$ 13,332	\$ 20,340	\$ 3,089	\$ 2,910	\$ 14,486	\$ 11,651					\$ 71,274
PARKS AND RECREATION OPERATIONS EXPENSES	\$ 82,116	\$ 112,147	\$ 102,780	\$ 98,645	\$ 86,526	\$ 88,636	\$ 108,013	\$ 82,228					\$ 587,222
PARKS AND RECREATION CAPITAL EXPENDITURES	\$ -	\$ 19,075	\$ 7,400	\$ 310	\$ 14,299	\$ -	\$ 10,000	\$ 8,000					\$ 59,084
SARAH YARD OPERATIONS EXPENSES	\$ 2,554	\$ 4,802	\$ 6,007	\$ 2,492	\$ 2,722	\$ 3,414	\$ 3,392	\$ 2,460					\$ 27,843
SARAH YARD CENTER CAPITAL EXPENDITURES	\$ -	\$ -	\$ 6,104	\$ -	\$ -	\$ -	\$ -	\$ -					\$ 6,104

	JULY 2025	AUGUST 2025	SEPTEMBER 2025	OCTOBER 2025	NOVEMBER 2025	DECEMBER 2025	JANUARY 2026	FEBRUARY 2026	MARCH 2026	APRIL 2026	MAY 2026	JUNE 2026	FY 25/26 YTD
SRAC													
NO OF PROGRAMS	26	5	3	3	5	4	3	6					55
PROGRAM PARTICIPANTS	815	414	521	689	398	255	295	433					3820
PROGRAM CONTACTS	2243	414	559	689	398	299	295	454					5531
FITNESS CLASSES	11	12	14	14	14	12	14	11					102
FITNESS CLASSES CONTACTS	588	531	690	580	601	851	651	563					5055
SRAC MEMBERSHIPS	4357	4386	4379	4386	4407	4412	4436	4497					4386
SRAC MEMBER VISITS	5369	5032	4020	3911	3364	3510	3880	3969					33055
DAY PASSES	4967	2627	797	692	783	1007	1110	1118					13101
FACILITY RENTALS	39	48	31	29	30	33	14	40					264
SRAC FACILITY RENTAL USERS	2984	2006	1402	1615	1563	2273	2042	1279					15164
TOTAL UNIQUE CONTACTS	16151	10610	7448	7487	6709	7940	7978	7383					71706
SRAC REVENUES	\$ 84,029	\$ 67,963	\$ 64,118	\$ 56,591	\$ 49,077	\$ 45,912	\$ 57,271	\$ 58,176					\$ 483,137
SRAC OPERATIONS EXPENSES	\$ 97,339	\$ 145,094	\$ 105,223	\$ 94,859	\$ 88,603	\$ 75,325	\$ 109,346	\$ 85,503					\$ 616,434
SRAC CAPITAL EXPENSES	\$ -	\$ -	\$ 69,464	\$ 43,481	\$ -	\$ -	\$ -	\$ -					\$ 112,945
TOTAL NUMBER OF CONTRACTS													123370



HIGHLIGHTS
YOUTH BASKETBALL
ABLE WITHOUT BARRIERS INCLUSION PROGRAM
SR, GAMES - WINNING WEDNESDAY PRACTICE SESSION

HIGHLIGHTS
HIGH SCHOOL UNIFIED SWIM MEET
HIGH SCHOOL SWIM MEETS - 6A & 7A CONFERENCE CHAMPIONSHIPS
POTTERY - SATURDAY CLAY / HAND BUILDING CLASSES



**Town of Smithfield
Electric Department
Monthly Report
February, 2026**

I. Statistical Section

- Street Lights repaired –18
- Area Lights repaired-5
- Service calls – 21
- Underground Electric Locates -459
- Poles changed out/removed or installed -19
- Underground Services Installed -1

II. Major Revenues

- Process starting to extend Kellie drive feeder to create a loop.

III. Major Expenses for the Month:

- Booth and Associates starting to lay out Kellie DR loop circuit.

IV. Personnel Update:

- The Electrical Dept. has a full staff at this time.
- Have five employees enrolled in Electric city line career development program.

V. Miscellaneous Activities:

- Helped Public Works Dept. hang flags.
- Working on light circuit at Perfect Ride Dealer ship.
- The Electrical Dept. is working on replacing old poles and upgrading lines on the South side and North side Market St. area.
 - . Finished installing four additional lights at JCC truck driving school.
 - . Asplundh Tree contractor trimming trees around town.
 - . Contractor C-Phase bore around Noble St to replace bad primary.



Public Utilities Water and Sewer

Monthly Statistics	Month Ending	2/28/2026
	<i>Monthly Total</i>	<i>Year to Date Total</i>
Water Calls	67	823
Sewer Calls	32	396
Utility Locates	560	6168
Storm Drainage Calls	0	10
Total Calls	659	6975
Quotes new services	3	35
Inspections	6	103
Locate existing water & sewer services	1	25
Disconnect water	1	41
Reconnect water	1	16
Test meter	1	21
Temp hydrant meter	3	29
Discolored water call	0	44
Low pressure call	2	61
Leak detection	29	261
Meter check	36	331
Meter repair	21	193
Meter leak	10	99
Service leak	6	71
Water main leak	10	56
Replace existing water meter	12	121
Install new water meter	15	282
Install new water service	1	22
Renew water service	2	22
Water blow off repair	0	2
Street cuts	16	105

Repair utility cut or sink hole	1	29
Fire hydrant repair	1	17
Fire hydrant replaced	1	28
Camera Sewer main or service	2	35
Sewer odor complaint	0	19
Sewer main repair	7	67
Clean out repair or install	8	70
LF of sewer main cleaned	600	70027
LF of sewer service cleaned	1015	14423
LF of storm drain cleaned	0	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 February

- Had Stuckey to make some water and sewer repairs that we were not able to.

Upcoming Projects for the month of March

- I 95 project continues.
- Finley Landing homes are being built, meters are being installed.
- New subdivision behind Walmart has begun.
- Hydromechanics will continue replacing and repairing fire hydrants.

Personnel Updates

Jordan Wilson promoted to FOG Coordinator

Tim Honeycutt promoted to Pump Station Mechanic



MONTHLY WATER LOSS REPORT

February 2026

(13) - Meters with slow washer leaks

(4) - ¾" Line, 1/8", 1 Day

(2) - 2" Line, Shear, 1 day

(4) - 6" Line, Full, 1 day



- **Statistical Section**

- Electric CP Demand 29,237 Kw relative to December's demand of 27,886 Kw.
- Electric System Reliability was 99.997%, with one (1) recorded main line outages; relative to December's 99.9764%.
- Raw water treated on a daily average was 5.080 MG relative to 3.849 MG for December; with maximum demand of 6.293 MG relative to December's 4.983 MG.
- Total finished water to the system was 145.972 MG relative to December's 113.023 MG. Average daily for the month was 4.709 MG relative to December's 3.646 MG. Daily maximum was 5.536 MG (January 29th) relative to December's 4.827 MG. Daily minimum was 2.144 MG (January 28th), relative to December's 2.125 MG.

- **Miscellaneous Revenues**

- Water sales were \$277,125 relative to December's \$276,065
- Sewer sales were \$488,449 relative to December's \$454,441
- Electrical sales were \$1,473,011 relative to December's sales of \$1,321,560
- Johnston County Water purchases were \$278,079 for 107.905 MG relative to December's \$144,498 for 56.889 MG.

- **Major Expenses for the Month**

- Electricity purchases were \$1,235,692 relative to December's \$1,176,378
- Johnston County sewer charge was \$190,034 for 40.454 MG relative to December's \$204,656 for 41.597 MG.

- **Personnel Changes**

- There were no changes in January



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