



**SOUTH HILL TOWN COUNCIL
REGULAR MEETING AGENDA
MONDAY, DECEMBER 15, 2025, 7:00 PM**

Temporary Location: 111 E. Danville Street ~ South Hill, VA 23970

Phone: (434) 447-3191 ~ Fax: (434) 447-5064

<https://www.southhillva.org/> ~ southhill@southhillva.org

Note: This meeting will be held in person and will **not** be livestreamed.

- ☒ Please remember sign ups for Citizens to Address Council are required before meeting begins. Sign up sheets are located on the table outside the front Council doors. Speakers are asked to use the aisle microphone.
- ☒ Please silence all cell phones while Council is in session.

- I. Opening
 - A. Welcome, Invocation, and Pledge of Allegiance
 - B. Call to Order
 - C. Roll Call
- II. Approval of Agenda – December 15, 2025
- III. Special Recognitions: Retirements
 - A. Ricky Baskerville, Public Works: 31 Years of Service
 - B. Lt. Tony Solomon, Police Department: 27 Years of Service
- IV. Citizens to Address Council *Comments are limited to three minutes (five minutes if on behalf of a group).*
- V. Administrative Reports
 - A. Consent Agenda *All consent agenda items are considered routine by Town Council and will be acted upon by one motion (move to approve the consent agenda). There will be no separate discussion of these items unless a Council member requests an item be removed or considered separately.*
 - 1. Minutes
 - a. November 10, 2025 Regular Meeting
 - b. November 10, 2025 Special Meeting
 - 2. Monthly Financial Report
 - B. Items for Approval *Items for approval are individual items to be considered by Town Council and to be acted upon by individual motions. There will be separate discussion of these items.*
 - 1. Town Manager Report
 - a. Police Department Renovation Project Update
 - b. Resolution Approving Funding and Use Agreement
 - 2. Director of Municipal Services Report
 - a. Bulk Water Dispensing Station
 - b. Parker Park Sewer Lift Station and Force Main
 - C. Reports to Accept as Presented *All reports are considered informational to Town Council and require no action (move to accept the reports as presented). There will be no separate discussion of these items unless a Council member requests an item be removed for discussion separately.*
 - 1. Police Report
 - 2. Municipal Services Report
 - 3. Parks, Facilities, and Grounds Report
 - a. Facilities Reservation Calendar
 - 4. Code Compliance Report
 - a. Monthly Report

- b. Dilapidated Properties
- 5. Business Development Report
- 6. Human Resources Report

VI. Appointments

- A. South Hill Community Development Association
- B. South Hill Industrial Development Authority
- C. Southside Planning District Commission
- D. Roanoke River Rails to Trails, Inc.
- E. South Hill Planning Commission

VII. Other Business

VIII. Adjournment

This agenda is subject to change at the discretion of the South Hill Town Council.

CURRENT OFFICIALS

Council Members

The Honorable Mike Moody, Mayor
Randy Crocker
Jenifer Freeman-Hite
Delores Luster
Michael Smith

Gavin Honeycutt, Vice Mayor
Lillie Feggins-Boone
Ashley C. Hardee
Carl L. Sasser, Jr.

Staff

Keli Reekes, Town Manager
Leanne Patrick Feather, Clerk of Council
Sands Anderson PC, Town Attorney Services

To assist us in providing dissemination of materials, presenters are requested to submit 12 copies of their remarks and/or handouts to the Clerk prior to meetings. These copies will be provided to Town Council members and staff.
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Administrative Reports
South Hill Town Council Meeting
December 15, 2025

- A. Consent Agenda
- B. Items for Approval
- C. Reports to Accept as Presented

Consent Agenda

South Hill Town Council Meeting
December 15, 2025

1. Minutes
 - a. November 10, 2025 Regular Meeting
 - b. November 10, 2025 Special Meeting
2. Monthly Financial Report



SOUTH HILL TOWN COUNCIL

REGULAR MEETING MINUTES

MONDAY, NOVEMBER 10, 2025, 7:00 P.M.

The regular monthly meeting of the South Hill Town Council was held on Monday, November 10, 2025 at 7:00 p.m. in the temporary Council Chambers of the South Hill Town Hall located at 111 E. Danville Street, South Hill, Virginia 23970.

I. OPENING

Honorable Mayor Mike Moody called the regular meeting to order at 7:00 p.m. Mayor Moody called upon Clerk of Council Leanne Feather to call the roll, which was as follows:

A. Council Members

Randy Crocker
Ashley Hardee
Carl Sasser, Jr.

Lillie Feggins-Boone
Gavin Honeycutt

Jenifer Freeman-Hite
Delores Luster

Councilor Michael Smith was absent.

B. Staff in Attendance

Keli Reekes, Town Manager
Leanne Feather, Admin. Asst./Clerk
Dahlis Morrow, Dir. of Finance & Admin.

Ryan Durham, Interim Chief of Police
David Hash, Code Compliance Official

II. APPROVAL OF AGENDA

A motion was made by Vice Mayor Honeycutt, second by Councilor Luster, to approve the agenda for November 10, 2025. The motion carried unanimously.

III. SPECIAL PRESENTATION – SOUTH HILL POLICE DEPARTMENT ACCREDITATION

Division Director from the Virginia Department of Criminal Justice Services Harvey Powers presented Interim Chief of Police Ryan Durham with a Certificate of Accreditation. Mr. Powers commended the department as a whole, noting that he found zero issues during the department's reaccreditation review. Interim Chief Durham thanked department staff and Council for their support and encouragement in maintaining high standards.

IV. CITIZENS TO ADDRESS COUNCIL

At this time, the following citizen addressed Council:

- **Wade Crowder** expressed concerns regarding free speech at Town Council meetings and the manner in which Town staff is pursuing enforcement actions related to dilapidated properties. He also inquired about the anticipated timeline for completion of the Town Hall renovations.

V. PUBLIC HEARINGS

A. Rezoning Case #2025-6

Code Compliance Official David Hash informed Council that a Notice of Public Hearing had been posted seeking public comment on a request to rezone property located at 1203 N. Mecklenburg Avenue from Single-Family Residential District R1-15 to General Residential District R2-16, as requested by the property owner, Michael B. Way.

Mr. Hash opened the Public Hearing:

- Wade Crowder requested clarification regarding the location of the property.
- Karissa Phillips inadvertently signed up for the public hearing when her intention was to speak during Citizens to Address Council; however, Mayor Moody allowed her to speak. Ms. Phillips expressed concerns regarding the Town's homeless population and suggested that owners of vacant properties consider offering them for temporary housing. She also noted safety concerns during student pick-up at South Hill Elementary School and commended the Town for its planning efforts for Hometown Christmas.

Mr. Hash closed the Public Hearing.

Mr. Way's attorney further explained that two dwellings currently exist on the property, making the current zoning designation inaccurate. Rezoning the property would correct this discrepancy. Mr. Hash also clarified for Council the differences between the R1-15 and R2-16 zoning requirements.

A motion was made by Vice Mayor Honeycutt, second by Councilor Luster, to approve Rezoning Case #2025-6 to rezone property located at 1203 N. Mecklenburg Avenue from Single-Family Residential District R1-15 to General Residential District R2-16. The motion carried unanimously.

VI. ADMINISTRATIVE REPORTS

A. Consent Agenda

1. Minutes

a. October 14, 2025 Regular Meeting

2. Monthly Financial Report

Director of Finance and Administration Dahlis Morrow submitted the financial report as follows:

Petty Cash	\$750.00
Checking Accounts	\$3,558,026.01
Investments	\$30,832,856.87
Restricted/Committed Funds	\$2,595,664.12
Total of all Funds	\$36,987,297.00

A motion was made by Councilor Feggins-Boone, second by Councilor Hardee, to approve the Consent Agenda. The motion carried unanimously.

B. Items for Approval

1. Town Manager Report

a. Chamber of Commerce Street Closure Request

Mrs. Reekes informed Council that the Chamber of Commerce is requesting to close E. Main Street adjacent to the Chamber, between Mecklenburg Avenue and Brooke Avenue, for its Santa at the Chamber event scheduled for Saturday, December 6, 2025, from 10:00 a.m. to 2:00 p.m.

A motion was made by Councilor Feggins-Boone, second by Councilor Hardee to approve the Chamber of Commerce's request to close E. Main Street for its Santa at the Chamber event scheduled for Saturday, December 6, 2025. The motion carried unanimously.

b. Reappropriation of Carryover Funds

Mrs. Reekes informed Council that, in order to fund ongoing initiatives and projects, staff is requesting the following reappropriations from funds remaining at the end of FY25, along with an appropriation from the FY26 Undesignated Fund Balance: \$70,500 for Business Development to support business incentives, grants, and marketing efforts; \$68,000 for Human Resources to enhance employee incentives and certification pay; \$121,465 for Streets Maintenance to cover equipment ordered in the prior year and received in the current year; \$310,000 for Community Development to support community events and related initiatives; and \$400,000 for the Water/Sewer Fund to support the Sycamore-Howerton project and ongoing Redzone repairs.

A motion was made by Vice Mayor Honeycutt, second by Councilor Freeman-Hite to reappropriate carryover funds totaling \$719,965 and to appropriate \$250,000 from the Undesignated Fund Balance in the current fiscal year. The motion passed unanimously via roll call vote as follows:

Councilor Crocker – Aye
Councilor Freeman-Hite – Aye
Vice Mayor Honeycutt – Aye
Councilor Sasser – Aye

Councilor Feggins-Boone – Aye
Councilor Hardee – Aye
Councilor Luster – Aye

C. Reports to Accept as Presented

For efficiency, the following reports for October 2025 were presented as a group to accept as presented.

1. Police Report

Interim Chief of Police Ryan Durham submitted the monthly police report. He reported there were 309 Activity incidents, 55 reportable criminal offenses, 632 calls for service, and \$9,338 in property recovered. Other miscellaneous items included 187 training hours and 31 warrants issued. Administrative news was shared.

2. Municipal Services Report

C. J. Dean submitted the Municipal Services report on the following:

- An increase in water leak repairs.
- Continued efforts in water and sewer installations and replacements.

3. Parks, Facilities and Grounds

Jason Houchins submitted the Parks, Facilities and Grounds report on the following:

- Hometown Christmas preparation at Centennial Park.
- Parker Park light installation to begin soon.
- Continued planning for Town Hall renovations.
- Landscaping updates at Library and Market Square.
- Speed bump installation near Maintenance Shop.

4. Code Compliance Report

a. Report of Activity

David Hash submitted the report of activity as follows:

Inspections Completed	56
Permits Issued	24
Fees Collected	\$3,475.65
UEZ Exemption	\$0
Rehab Exemption	\$0
General Exemption	\$586.50
Work Value	\$1,861,975.73

New businesses included:

Barber Shop	207 S. Brunswick Ave.	Barber Shop
Old Skool Rides	Out of Town	Transportation/Taxi
Emerald Aesthetics, LLC	815 N. Mecklenburg Ave.	Aesthetics
ASV, LLC	932 W. Atlantic St.	Hair Salon

b. Dilapidated Properties

Along with the list of completed dilapidated properties, a report on the status of approximately 45 dilapidated properties was also presented.

5. Business Development Report

Brent Morris submitted the Business Development report on the following:

- Working with local property owners utilizing Town incentives.
- Welcomed Shalag at October 28, 2025 Ribbon Cutting Ceremony.
- Continued efforts for new business recruitment.
- Hometown Christmas planning efforts.

6. Human Resources Report

Kristine Martin submitted the Human Resources report on the following:

- Ricky Baskerville retiring with 31 years of service with the Town.
- Currently recruiting in Parks, Public Works, and Wastewater Treatment.

A motion was made by Vice Mayor Honeycutt, second by Councilor Feggins-Boone, to approve the reports as presented. The motion carried unanimously.

VII. ADJOURNMENT

There being no further business matters before the South Hill Town Council, Mayor Moody adjourned the meeting at 7:28 p.m.

VALIDATION

Minutes approved this _____ day of _____, 20____.

Leanne Feather, Clerk of Council

W.M. Moody, Mayor



SOUTH HILL TOWN COUNCIL

SPECIAL MEETING MINUTES

MONDAY, NOVEMBER 10, 2025, 6:00 P.M.

A special meeting of the South Hill Town Council was held on Monday, November 10, 2025 at 6:00 p.m. at the temporary Council Chambers of the South Hill Town Hall located at 111 E. Danville Street, South Hill, Virginia 23970. The meeting was held to discuss the following: acquisition of real property for a public purpose.

1. CALL TO ORDER

The Honorable Mayor Mike Moody called the special meeting to order at 6:00 p.m.

2. ROLL CALL

Mayor Moody called upon Clerk Leanne Feather to call the roll, which was as follows:

A. Council Members

Randy Crocker
Ashley Hardee
Carl L. Sasser, Jr.

Lillie Feggins-Boone
Gavin Honeycutt

Jenifer Freeman-Hite
Delores Luster

Councilor Michael Smith was absent.

3. CLOSED SESSION

Pursuant to Virginia Code § 2.2-3711 A(8)

Pursuant to Virginia Code § 2.2-3711 A(3) Real Property, and on **motion of Vice Mayor Honeycutt and second of Councilor Luster**, the South Hill Town Council entered into Closed Session to discuss the following matters as permitted by Virginia Code § 2.2-3711 A(3), discussion or consideration of the acquisition of real property for a public purpose (park expansion). The motion carried unanimously. The Mayor announced publicly in the meeting that the South Hill Town Council was now in Closed Session.

4. OPEN SESSION

A motion was made by Councilor Luster, second by Councilor Freeman-Hite, that the Closed Session be adjourned and that the South Hill Town Council reconvene its meeting in **Open Session**. The motion carried unanimously. The South Hill Town Council reconvened in Open Session.

RESOLUTION CERTIFYING CLOSED SESSION

A motion was made by Councilor Freeman-Hite, second by Councilor Luster, that the minutes of this meeting reflect that no formal action was taken in the Closed Session and further moved that a Resolution Certifying the Closed Session be adopted and reflected in the minutes of this meeting as follows:

WHEREAS, the South Hill Town Council convened in Closed Session on this date by an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act:

NOW THEREFORE, BE IT RESOLVED, that the South Hill Town Council does hereby certify that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed in the Closed Session to which this certification applies, and (2) only such public business matters as were identified in the motions by which the said Closed Session was convened were heard, discussed, or considered by the South Hill Town Council. The motion passed via **roll call vote** as follows:

Councilor Crocker-Aye
Councilor Freeman-Hite-Aye
Vice Mayor Honeycutt-Aye
Councilor Sasser-Aye

Councilor Feggins-Boone-Aye
Councilor Hardee-Aye
Councilor Luster-Aye

There was no action taken in Open Session regarding the acquisition of real property for a public purpose.

5. ADJOURNMENT

There being no further business matters before the South Hill Town Council, Mayor Moody adjourned the special meeting at 6:24 p.m.

VALIDATION

Minutes approved this ____ day of _____, 20____.

Leanne Feather, Clerk of Council

W.M. Moody, Mayor



STATEMENT OF CASH ACCOUNTABILITY
October 2025

<u>Institution</u>	<u>Description</u>	<u>Rate</u>	<u>Previous Year Balance</u>	<u>Current Balance</u>
Cash				
	Petty Cash		\$750.00	\$700.00
SUB TOTAL			<u>\$750.00</u>	<u>\$700.00</u>
Checking Accounts				
First Citizens Bank	General Fund Checking	0.30%	\$6,226,240.96	\$864,920.34
First Citizens Bank	PD Cash Account	0.30%		
SUB TOTAL			<u>\$6,226,240.96</u>	<u>\$864,920.34</u>
Investments				
LGIP	General Investment	4.31%	\$0.00	\$3,096,627.88
First Citizens Investment	General Investment	3.97%	\$8,632,387.07	\$9,009,192.25
VIP	1-3 Year High Quality Bond	4.26%	\$10,464,444.82	\$10,953,878.73
VIP	Stable Liquidity	4.26%	\$8,693,389.25	\$7,872,136.00
SUB TOTAL			<u>\$27,790,221.14</u>	<u>\$30,931,834.86</u>
Restricted Funds				
Atlantic Union Bank	Construction	0.50%	\$2,546,536.07	\$2,559,292.12
First Citizens Bank	Federal Forfeiture Funds	0.10%	\$26,102.12	\$26,128.23
Benchmark Community Bank	State Forfeiture Funds	2.41%	\$7,927.04	\$11,334.76
SUB TOTAL			<u>\$2,580,565.23</u>	<u>\$2,596,755.11</u>
TOTAL OF ALL FUNDS			<u>\$36,597,777.33</u>	<u>\$34,394,210.31</u>

INCOME/EXPENSE REPORT
NOVEMBER 2025

Account Id	Account Description	Prior Rev/Expd	Anticipated/Budgeted	Current Rev/Expd	YTD Rev/Expd	Cancel	Balance/Excess/Deficit	%Expd/%Real
10-2-1011-0401	CURRENT TAXES - REAL	0	3,000,000.00	2,955,412.10	2,955,412.10	0	-44,587.90	98.5100
10-2-1011-0402	DELINQUENT TAXES-REAL	0	15,000.00	0	0	0	-15,000.00	0.0000
10-2-1012-0401	CURRENT TAXES - PUB SER REAL	0	65,000.00	88,836.69	88,836.69	0	23,836.69	136.6700
10-2-1013-0403	CURRENT TAXES-P/P,M/H,M/T	0	2,300,000.00	1,254,143.25	1,251,702.33	0	-1,048,297.67	54.4200
10-2-1013-0404	PPTRA REIMBURSEMENT	0	113,068.00	0	113,068.11	0	0.11	100.0000
10-2-1016-0410	PENALTIES - ALL PROP.TAXES	179.91	20,000.00	313.84	1,407.98	0	-18,592.02	7.0400
10-2-1016-0411	INTEREST - ALL PROP. TAXES	1,566.71	25,000.00	490.44	3,979.64	0	-21,020.36	15.9200
10-2-1022-0411	COMMUNICATIONS SALES TAX	10,426.80	125,000.00	9,254.03	28,790.89	0	-96,209.11	23.0300
10-2-1022-0412	CONSUM.UTILITY TAX-ELECT.	14,431.35	158,000.00	15,199.16	63,819.51	0	-94,180.49	40.3900
10-2-1022-0414	CONSUM.UTILITY TAX-GAS	0	35,000.00	2,463.93	9,677.73	0	-25,322.27	27.6500
10-2-1022-0415	FRANCHISE TAX	0	0.00	660.18	660.18	0	660.18	0
10-2-1022-0416	MEALS TAX	210,229.08	2,500,000.00	214,573.13	961,278.38	0	-1,538,721.62	38.4500
10-2-1022-0417	LODGING TAX	93,640.98	860,000.00	89,404.32	384,026.72	0	-475,973.28	44.6500
10-2-1022-0418	CIGARETTE TAX	15,975.00	200,000.00	6,990.00	63,470.00	0	-136,530.00	31.7400
10-2-1023-0415	BUSINESS LICENSE	297.00	1,100,000.00	1,983.98	35,826.64	0	-1,064,173.36	3.2600
10-2-1023-0416	PENALTIES - BUSINESS LICENSE	0	4,000.00	0	351.94	0	-3,648.06	8.8000
10-2-1025-0421	MOTOR VEHICLE LICENSE FEES	0	45,000.00	314.99	1,867.93	0	-43,132.07	4.1500
10-2-1026-0422	BANK STOCK TAXES	0	240,000.00	0	0	0	-240,000.00	0.0000
10-2-1027-0423	PENALTIES - OTHER LOCAL TAX	2,786.90	10,000.00	721.48	4,450.48	0	-5,549.52	44.5000
10-2-1027-0424	INTEREST - OTHER LOCAL TAX	78.06	500.00	8.92	389.39	0	-110.61	77.8800
10-2-1033-0435	BUILDING PERMITS	2,827.35	80,000.00	24,199.29	503,536.49	0	423,536.49	629.4200
10-2-1041-0436	COURT FINES/FORFEITURES	6,168.18	45,000.00	0	16,089.78	0	-28,910.22	35.7600
10-2-1041-0437	PARKING FINES	5.00	150.00	0	150.00	0	0.00	100.0000
10-2-1041-0438	EVENT PERMIT APPLICATION FEES	0	500.00	0	200.00	0	-300.00	40.0000
10-2-1051-0437	INVESTMENT GAINS (LOSSES)	-2,127.24	0.00	0	44,610.50	0	44,610.50	0
10-2-1051-0439	INTEREST ON DEPOSITS	194,591.07	400,000.00	0	379,118.74	0	-20,881.26	94.7800
10-2-1051-0440	INCOME AND OTHER	-1,144.18	0.00	0	-12,124.61	0	-12,124.61	0
10-2-1052-0444	RAILROAD LEASES	0	500.00	0	0	0	-500.00	0.0000
10-2-1060-0445	WASTE COLL & DISP FEES	0	530,000.00	33,737.95	169,774.08	0	-360,225.92	32.0300
10-2-1060-0446	MOWING & BRUSH COLLECTION FEES	0	1,000.00	150.00	2,100.00	0	1,100.00	210.0000
10-2-1060-0447	WASTE COLLECTIONS PENALTY	1,322.34	10,000.00	923.70	5,449.51	0	-4,550.49	54.5000
10-2-1068-0458	CHARGES FOR COPIES	95.00	500.00	70.00	200.00	0	-300.00	40.0000
10-2-1068-0459	AT&T/VERIZON TANK RENTAL	2,609.55	60,400.00	3,243.97	13,574.48	0	-46,825.52	22.4700
10-2-1068-0460	PARKER PARK INCOME	0	0.00	100.00	100.00	0	100.00	0
10-2-1068-0461	ZONING & SUBDIVISION FEES	900.00	10,000.00	0	5,200.00	0	-4,800.00	52.0000
10-2-1068-0462	CENTENNIAL AMPHITHEATER INCOME	500.00	0.00	0	0	0	0.00	0
10-2-1068-0463	MISCELLANEOUS REVENUES	606.50	10,000.00	2,139.80	7,634.99	0	-2,365.01	76.3500
10-2-1068-0464	EXPENSES-REIMBURSED	0	2,500.00	0	5,311.32	0	2,811.32	212.4500
10-2-1068-0471	MISC REVENUE - SALE OF PROPERTY	7,940.00	50,000.00	49,735.31	64,186.56	0	14,186.56	128.3700
10-2-1068-0472	CANCEL PRIOR YEAR A/P	0	0.00	0	196,005.72	0	196,005.72	0
10-2-1068-0473	MISC REVENUE - DMV STOPS	0	5,000.00	0	280.00	0	-4,720.00	5.6000
10-2-1068-0476	ECONOMIC INCENTIVES	0	2,180,000.00	0	0	0	-2,180,000.00	0.0000
10-2-1069-0465	MISC.RECOVERED COST	0	25,000.00	0	7,216.50	0	-17,783.50	28.8700
10-2-1069-0467	WATER/SEWER ADMIN FEES	0	162,500.00	0	0	0	-162,500.00	0.0000
10-2-1069-0468	VRSA INSURANCE REFUND/DIVIDEND/GRANT	0	4,000.00	0	0	0	-4,000.00	0.0000
10-2-2070-0472	ROLLING STOCK (MVCT)	0	150.00	0	0	0	-150.00	0.0000

INCOME/EXPENSE REPORT
NOVEMBER 2025

Account Id	Account Description	Prior Rev/Expd	Anticipated/Budgeted	Current Rev/Expd	YTD Rev/Expd	Cancel	Balance/Excess/Deficit	%Expd/%Real
10-2-2070-0474	RENTAL VEHICLE TAX	4,634.64	55,000.00	5,165.18	25,730.73	0	-29,269.27	46.7800
10-2-2070-0475	SALES & USE TAX	0	850,000.00	157,067.94	422,222.97	0	-427,777.03	49.6700
10-2-2070-0477	STREET & HIGHWAY REVENUE	0	1,800,000.00	0	539,010.50	0	-1,260,989.50	29.9500
10-2-2070-0479	FIRE PROGRAMS FUND	700.00	25,000.00	0	26,250.00	0	1,250.00	105.0000
10-2-2071-0431	DRUG FINE MONEY	0	100,000.00	0	0	0	-100,000.00	0.0000
10-2-2071-0432	E-SUMMONS	525.69	4,000.00	6,967.70	8,251.56	0	4,251.56	206.2900
10-2-3071-0480	POLICE DEPT. GRANT	36,334.00	36,000.00	36,335.00	89,209.06	0	53,209.06	247.8000
10-2-3071-0484	ARTS COUNCIL GRANT	0	4,500.00	0	0	0	-4,500.00	0.0000
10-2-4073-0579	INSURANCE RECOVERIES	15,000.00	20,000.00	33,592.77	110,956.68	0	90,956.68	554.7800
10-2-5073-0591	TRANSFER FROM FUND BALANCE	0	5,596,847.00	0	0	0	-5,596,847.00	0.0000
10-2-9000-0201	OVERPAYMENTS	730.65	0.00	1.45	415.15	0	415.15	0
GENERAL FUND Revenue Totals		621,830.34	22,884,115.00	4,994,200.50	8,599,677.35	0.00	-14,284,437.65	

INCOME/EXPENSE REPORT
NOVEMBER 2025

Account Id	Account Description	Prior Rev/Expd	Anticipated/Budgeted	Current Rev/Expd	YTD Rev/Expd	Cancel	Balance/Excess/Deficit	%Expd/%Real
10-0-0000-0000	GENERAL FUND:	0	0	0	0	0	0	0
10-1-0000-1000	GENERAL GOVERNMENT ADMINIST.	0	0	0	0	0	0	0
10-1-0100-0000	MAYOR & TOWN COUNCIL	0	0	0	0	0	0	0
10-1-0100-1000	SALARIES	800.00	9,600.00	800.00	3,200.00	0	6,400.00	33.3300
10-1-0100-1303	COUNCIL FEES	3,200.00	38,400.00	3,200.00	12,800.00	0	25,600.00	33.3300
10-1-0100-1305	PLANNING COMMISSION FEES	0	5,040.00	0	300.00	0	4,740.00	5.9500
10-1-0100-2001	FICA	309.06	4,058.00	309.06	1,259.19	0	2,798.81	31.0300
10-1-0100-2009	UNEMPLOYMENT INSURANCE	4.16	50.00	3.20	15.26	0	34.74	30.5200
10-1-0100-2011	CELL PHONE ALLOWANCE	40.00	480.00	40.00	160.00	0	320.00	33.3300
10-1-0100-5309	INSURANCE-PUBLIC OFFICIALS	0	3,508.00	0	3,508.00	0	0.00	100.0000
10-1-0100-5504	TRAVEL- MEETINGS/EDUCATION	784.03	5,000.00	0	0	0	5,000.00	0.0000
10-1-0100-5801	DUES & SUBSCRIPTIONS	0	3,500.00	0	3,609.00	0	-109.00	103.1100
10-1-0100-5804	DEPARTMENTAL SUPPLIES	187.01	750.00	56.89	56.89	0	693.11	7.5900
	0100 MAYOR & TOWN COUNCIL	5,324.26	70,386.00	4,409.15	24,908.34	0.00	45,477.66	

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10-1-0101-0000	FINANCE AND ADMINISTRATION	0	0	0	0	0	0	0
10-1-0101-1000	SALARIES	13,164.32	313,136.00	20,974.61	90,322.80	0	222,813.20	28.8400
10-1-0101-2001	FICA	969.27	23,955.00	1,617.17	6,918.11	0	17,036.89	28.8800
10-1-0101-2003	RETIREMENT	1,429.43	66,729.00	4,350.04	19,705.43	0	47,023.57	29.5300
10-1-0101-2005	MEDICAL PLANS	1,571.32	36,976.00	1,633.04	9,773.50	0	27,202.50	26.4300
10-1-0101-2006	GROUP LIFE INSURANCE	73.78	4,102.00	226.46	1,019.07	0	3,082.93	24.8400
10-1-0101-2007	DISABILITY INSURANCE	0	1,790.00	706.56	2,061.29	0	-271.29	115.1600
10-1-0101-2009	UNEMPLOYMENT INSURANCE	0	60.00	0	4.82	0	55.18	8.0300
10-1-0101-2010	WORKERS COMPENSATION	11.24	125.00	0	123.00	0	2.00	98.4000
10-1-0101-3006	OFFICE EQUIP. MAINTENANCE	868.76	4,500.00	261.71	1,717.87	0	2,782.13	38.1700
10-1-0101-3010	CONTRACT/TECHNICAL SERVICES	4,075.26	115,000.00	48,897.69	86,846.99	0	28,153.01	75.5200
10-1-0101-5201	POSTAGE	3,000.00	25,000.00	3,000.00	8,454.34	0	16,545.66	33.8200
10-1-0101-5203	TELECOMMUNICATIONS	2,106.47	15,600.00	1,062.74	8,281.52	0	7,318.48	53.0900
10-1-0101-5504	TRAVEL - MEETINGS/EDUCATION	0	5,000.00	141.03	3,034.84	0	1,965.16	60.7000
10-1-0101-5801	DUES AND SUBSCRIPTIONS	0	18,100.00	435.00	1,945.81	0	16,154.19	10.7500
10-1-0101-5804	DEPARTMENTAL SUPPLIES	5,444.29	33,000.00	1,577.19	7,614.36	0	25,385.64	23.0700
10-1-0101-5805	CIGARETTE STAMPS	0	10,478.00	0	704.70	0	9,773.30	6.7300
10-1-0101-5806	DMV STOP EXPENSE	0	4,500.00	0	0	0	4,500.00	0.0000
10-1-0101-5808	IT SERVICE & MAINTENANCE	0	47,932.00	0	5,690.00	0	42,242.00	11.8700
0101 FINANCE AND ADMINISTRATION		32,714.14	725,983.00	84,883.24	254,218.45	0.00	471,764.55	

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10-1-0102-0000	TOWN MANAGER	0	0	0	0	0	0	0
10-1-0102-1000	SALARY - TOWN MANAGER	11,230.77	137,000.00	11,738.46	53,876.93	0	83,123.07	39.3300
10-1-0102-1001	SALARIES	0	64,000.00	6,482.40	26,944.99	0	37,055.01	42.1000
10-1-0102-1010	VEHICLE ALLOWANCE	600.00	7,200.00	600.00	2,700.00	0	4,500.00	37.5000
10-1-0102-2001	FICA	913.13	15,927.00	1,431.07	6,357.85	0	9,569.15	39.9200
10-1-0102-2003	RETIREMENT	2,361.86	42,833.00	3,659.94	16,550.50	0	26,282.50	38.6400
10-1-0102-2005	MEDICAL PLANS	451.56	20,175.00	1,170.35	6,993.94	0	13,181.06	34.6700
10-1-0102-2006	GROUP LIFE INSURANCE	74.26	2,633.00	193.72	871.74	0	1,761.26	33.1100
10-1-0102-2007	DISABILITY INSURANCE	0	1,130.00	159.34	399.86	0	730.14	35.3900
10-1-0102-2009	UNEMPLOYMENT INSURANCE	0	40.00	0	0	0	40.00	0.0000
10-1-0102-2010	WORKERS COMPENSATION	0	105.00	0	105.00	0	0.00	100.0000
10-1-0102-2011	CELL PHONE ALLOWANCE	75.00	900.00	75.00	300.00	0	600.00	33.3300
10-1-0102-5504	TRAVEL - MEETINGS/EDUCATION	420.47	5,000.00	65.23	143.78	0	4,856.22	2.8800
10-1-0102-5801	DUES & SUBSCRIPTIONS	500.00	1,000.00	0	880.82	0	119.18	88.0800
10-1-0102-5804	DEPARTMENTAL SUPPLIES	0	874.00	69.20	264.75	0	609.25	30.2900
	0102 TOWN MANAGER	16,627.05	298,817.00	25,644.71	116,390.16	0.00	182,426.84	

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10-1-0103-0000	DIRECTOR OF MUNICIPAL SERVICES	0	0	0	0	0	0	0
10-1-0103-1000	SALARY	10,835.14	131,857.00	11,342.84	51,898.83	0	79,958.17	39.3600
10-1-0103-1010	VEHICLE ALLOWANCE	553.84	7,200.00	553.84	2,492.28	0	4,707.72	34.6200
10-1-0103-2001	FICA	878.16	10,638.00	921.70	4,216.38	0	6,421.62	39.6400
10-1-0103-2003	RETIREMENT	2,270.52	28,099.00	2,341.56	10,537.02	0	17,561.98	37.5000
10-1-0103-2005	MEDICAL PLANS	501.00	6,987.00	558.97	3,357.24	0	3,629.76	48.0500
10-1-0103-2006	GROUP LIFE INSURANCE	71.39	1,727.00	129.66	583.47	0	1,143.53	33.7900
10-1-0103-2007	DISABILITY INSURANCE	0	600.00	104.98	263.97	0	336.03	44.0000
10-1-0103-2009	UNEMPLOYMENT INSURANCE	0	20.00	0	0	0	20.00	0.0000
10-1-0103-2010	WORKERS COMPENSATION	0	839.00	0	839.00	0	0.00	100.0000
10-1-0103-5203	TELECOMMUNICATIONS	48.60	800.00	95.40	442.68	0	357.32	55.3400
10-1-0103-5504	TRAVEL - MEETINGS/EDUCATION	0	1,000.00	0	0	0	1,000.00	0.0000
10-1-0103-5801	DUES & SUBSCRIPTIONS	0	1,000.00	0	0	0	1,000.00	0.0000
10-1-0103-5804	DEPARTMENTAL SUPPLIES	0	1,000.00	0	0	0	1,000.00	0.0000
0103 DIRECTOR OF MUNICIPAL SERVICES		15,158.65	191,767.00	16,048.95	74,630.87	0.00	117,136.13	

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10-1-0104-0000	BUSINESS DEVELOPMENT DEPT	0	0	0	0	0	0	0
10-1-0104-1000	SALARY	7,973.84	94,660.00	8,481.54	37,592.31	0	57,067.69	39.7100
10-1-0104-1010	VEHICLE ALLOWANCE	553.84	7,200.00	553.84	2,492.28	0	4,707.72	34.6200
10-1-0104-2001	FICA	649.55	7,792.00	690.64	3,061.51	0	4,730.49	39.2900
10-1-0104-2003	RETIREMENT	1,069.42	20,172.00	1,935.86	8,838.80	0	11,333.20	43.8200
10-1-0104-2005	MEDICAL PLANS	451.56	8,668.00	502.00	2,997.92	0	5,670.08	34.5900
10-1-0104-2006	GROUP LIFE INSURANCE	50.62	1,240.00	93.08	418.86	0	821.14	33.7800
10-1-0104-2007	DISABILITY INSURANCE	0	440.00	76.76	193.42	0	246.58	43.9600
10-1-0104-2009	UNEMPLOYMENT INSURANCE	0	20.00	0	0	0	20.00	0.0000
10-1-0104-2010	WORKERS COMPENSATION	0	51.00	0	51.00	0	0.00	100.0000
10-1-0104-2011	CELL PHONE ALLOWANCE	75.00	900.00	75.00	300.00	0	600.00	33.3300
10-1-0104-5203	TELECOMMUNICATIONS	60.01	800.00	40.01	160.04	0	639.96	20.0100
10-1-0104-5504	TRAVEL - MEETING/EDUCATION	82.79	2,000.00	0	74.11	0	1,925.89	3.7100
10-1-0104-5801	DUES & SUBSCRIPTIONS	0	500.00	0	0	0	500.00	0.0000
10-1-0104-5803	MARKETING	901.35	35,000.00	546.62	28,557.03	0	6,442.97	81.5900
10-1-0104-5804	DEPARTMENTAL SUPPLIES	0	1,000.00	0	0	0	1,000.00	0.0000
10-1-0104-5805	SITE READINESS	0	20,000.00	1,750.00	1,750.00	0	18,250.00	8.7500
10-1-0104-5806	BUSINESS INCENTIVE EXPENSE	0	90,500.00	3,186.21	4,190.84	0	86,309.16	4.6300
10-1-0104-5807	FACADE AND UP FIT INCENTIVE EXPENSE	15,339.16	100,000.00	3,159.00	15,618.08	0	84,381.92	15.6200
0104 BUSINESS DEVELOPMENT DEPT		27,207.14	390,943.00	21,090.56	106,296.20	0.00	284,646.80	

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10-1-0105-1000	HUMAN RESOURCES SALARY	8,144.61	96,880.00	8,652.31	38,446.17	0	58,433.83	39.6800
10-1-0105-1001	INCENTIVE PAY	0	68,000.00	0	0	0	68,000.00	0.0000
10-1-0105-2001	FICA	607.48	7,411.00	593.27	2,744.44	0	4,666.56	37.0300
10-1-0105-2003	RETIREMENT	1,095.60	20,645.00	1,981.24	9,045.99	0	11,599.01	43.8200
10-1-0105-2005	MEDICAL PLANS	504.09	10,576.00	575.54	3,439.16	0	7,136.84	32.5200
10-1-0105-2006	GROUP LIFE INSURANCE	51.86	1,269.00	95.26	428.67	0	840.33	33.7800
10-1-0105-2007	DISABILITY INSURANCE	0	350.00	78.44	197.61	0	152.39	56.4600
10-1-0105-2009	UNEMPLOYMENT INSURANCE	0	60.00	0	0	0	60.00	0.0000
10-1-0105-2010	WORKERS COMPENSATION	0	49.00	0	49.00	0	0.00	100.0000
10-1-0105-2011	CERTIFICATION INCENTIVE PAY	0	83,000.00	150.00	150.00	0	82,850.00	0.1800
10-1-0105-3010	CONTRACT/TECHNICAL SERVICES	2,246.75	28,500.00	605.00	4,633.53	0	23,866.47	16.2600
10-1-0105-5504	TRAVEL-MEETINGS/EDUCATION	0	1,500.00	-187.10	1,103.54	0	396.46	73.5700
10-1-0105-5506	EMPLOYEE APPRECIATION/RECOGNITION	113.25	20,000.00	1,689.50	8,056.21	0	11,943.79	40.2800
10-1-0105-5801	DUES & SUBSCRIPTIONS	60.00	20,000.00	0	619.99	0	19,380.01	3.1000
10-1-0105-5803	HEPATITIS SHOTS/DRUG TEST/DMV	260.00	3,000.00	0	425.00	0	2,575.00	14.1700
10-1-0105-5804	DEPARTMENTAL SUPPLIES	31.35	1,000.00	0	80.04	0	919.96	8.0000
10-1-0105-5806	SAFETY COMMITTEE	0	7,500.00	0	2,380.42	0	5,119.58	31.7400
0105 HUMAN RESOURCES DEPT		13,114.99	369,740.00	14,233.46	71,799.77	0.00	297,940.23	

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10-1-0106-0000	NON-DEPARTMENTAL	0	0	0	0	0	0	0
10-1-0106-3007	ADVERTISING	0	8,000.00	1,705.75	3,667.85	0	4,332.15	45.8500
10-1-0106-3011	AUDIT	0	35,000.00	0	0	0	35,000.00	0.0000
10-1-0106-3012	LEGAL EXPENSES	100.00	275,000.00	350.00	33,599.46	0	241,400.54	12.2200
10-1-0106-3014	REFUNDS ON TAXES	0	1,000.00	0	231.63	0	768.37	23.1600
10-1-0106-3015	MISCELLANEOUS REFUNDS	0	500.00	0	0	0	500.00	0.0000
10-1-0106-3016	ECONOMIC INCENTIVE GRANT	0	2,420,000.00	0	0	0	2,420,000.00	0.0000
10-1-0106-5309	PROPERTY INSURANCE - MISC	0	17,469.00	0	17,469.00	0	0.00	100.0000
10-1-0106-5800	OPERATING/CAPITAL RESERVE	0	650,000.00	0	0	0	650,000.00	0.0000
10-1-0106-5804	DMV STOP EXPENSE	100.00	0.00	25.00	225.00	0	-225.00	0
	0106 NON-DEPARTMENTAL	200.00	3,406,969.00	2,080.75	55,192.94	0.00	3,351,776.06	

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10-1-0120-0000	POLICE DEPARTMENT	0	0	0	0	0	0	0
10-1-0120-1000	SALARY - CHIEF	9,403.85	119,000.00	27,230.56	62,457.47	0	56,542.53	52.4900
10-1-0120-1002	SALARIES - OVERTIME	6,560.41	80,000.00	8,410.78	48,231.51	0	31,768.49	60.2900
10-1-0120-1004	SALARIES - PART TIME	0	14,000.00	0	2,316.13	0	11,683.87	16.5400
10-1-0120-1010	SALARIES - COMMAND STAFF	13,512.45	275,713.00	20,160.60	102,225.04	0	173,487.96	37.0800
10-1-0120-1011	SALARIES - CORPLS & PTRL OFFICERS	58,320.59	747,960.00	51,725.66	241,123.46	0	506,836.54	32.2400
10-1-0120-1012	SALARIES - CLERK & DISPATCHERS	14,935.14	200,797.00	22,092.56	83,620.99	0	117,176.01	41.6400
10-1-0120-1013	SALARY - PT DISPATCHERS	0	2,000.00	0	0	0	2,000.00	0.0000
10-1-0120-1014	SALARIES - SRGTS & DETECTIVES	40,420.73	420,409.00	39,925.30	169,314.96	0	251,094.04	40.2700
10-1-0120-1028	SALARY - ANIMAL WARDEN	2,191.52	21,000.00	2,291.52	8,775.68	0	12,224.32	41.7900
10-1-0120-1029	HOLIDAY PAY	6,167.64	68,000.00	7,257.36	25,067.71	0	42,932.29	36.8600
10-1-0120-2001	FICA	11,271.34	149,089.00	13,045.99	55,492.11	0	93,596.89	37.2200
10-1-0120-2003	RETIREMENT	26,109.81	353,720.00	26,936.14	120,163.30	0	233,556.70	33.9700
10-1-0120-2005	MEDICAL PLANS	14,504.30	209,661.00	16,985.42	94,325.06	0	115,335.94	44.9900
10-1-0120-2006	GROUP LIFE INSURANCE	778.22	21,744.00	1,488.84	6,849.56	0	14,894.44	31.5000
10-1-0120-2007	DISABILITY INSURANCE	0	800.00	198.11	378.74	0	421.26	47.3400
10-1-0120-2008	LINE OF DUTY ACT EXPENSE	0	10,650.00	0	10,650.00	0	0.00	100.0000
10-1-0120-2009	UNEMPLOYMENT INSURANCE	0	380.00	4.34	10.70	0	369.30	2.8200
10-1-0120-2010	WORKERS COMPENSATION	0	64,244.00	0	64,244.00	0	0.00	100.0000
10-1-0120-2011	CELL PHONE ALLOWANCE	40.00	480.00	40.00	160.00	0	320.00	33.3300
10-1-0120-2012	UNIFORMS	1,846.66	20,000.00	280.33	6,229.57	0	13,770.43	31.1500
10-1-0120-2013	CLOTHING ALLOWANCE	0	4,050.00	0	3,543.75	0	506.25	87.5000
10-1-0120-2014	GYM MEMBERSHIPS/OFFICER WELLNESS	0	5,000.00	0	1,144.00	0	3,856.00	22.8800
10-1-0120-3004	REPAIRS & MAINTENANCE	0	25,000.00	41.68	1,879.85	0	23,120.15	7.5200
10-1-0120-3006	OFFICE EQUIP. MAINTENANCE	620.46	20,000.00	4,821.00	9,531.95	0	10,468.05	47.6600
10-1-0120-5100	ELECTRICAL SERVICE	776.73	10,000.00	715.25	3,810.20	0	6,189.80	38.1000
10-1-0120-5102	NATURAL GAS/HEATING	81.54	2,000.00	93.85	192.17	0	1,807.83	9.6100
10-1-0120-5203	TELECOMMUNICATIONS	3,501.45	35,000.00	2,408.92	13,476.09	0	21,523.91	38.5000
10-1-0120-5309	PROPERTY & LIABILITY INSURANCE	0	20,763.00	0	20,763.00	0	0.00	100.0000
10-1-0120-5405	CLEANING/JANITORIAL SUPPLIES	847.71	9,000.00	19.73	193.79	0	8,806.21	2.1500
10-1-0120-5408	VEHICLE & EQUIP. MAINTENANCE	4,964.17	45,000.00	2,931.96	12,159.80	0	32,840.20	27.0200
10-1-0120-5411	FUEL EXPENSE	5,478.42	60,000.00	4,000.17	19,199.79	0	40,800.21	32.0000
10-1-0120-5412	SHOOTING RANGE EXPENSE	0	33,000.00	1,280.41	2,316.83	0	30,683.17	7.0200
10-1-0120-5504	TRAVEL - MEETINGS/EDUCATION	6,137.20	50,000.00	859.64	10,779.32	0	39,220.68	21.5600
10-1-0120-5505	FORENSICS EXPENSE	634.52	11,000.00	34.99	2,079.47	0	8,920.53	18.9000
10-1-0120-5510	DRUG ENFORCEMENT EXPENSES	0	5,500.00	0	1,275.00	0	4,225.00	23.1800
10-1-0120-5515	RECORDS MANAGEMENT EXPENSES	0	18,000.00	0	300.00	0	17,700.00	1.6700
10-1-0120-5520	ASSET FORFEITURE EXPENSES	0	8,500.00	0	0	0	8,500.00	0.0000
10-1-0120-5801	DUES & SUBSCRIPTIONS	228.55	15,000.00	0	1,442.53	0	13,557.47	9.6200
10-1-0120-5803	PHYSICALS	0	3,000.00	0	343.00	0	2,657.00	11.4300
10-1-0120-5804	DEPARTMENTAL SUPPLIES	5,552.49	40,000.00	2,548.78	12,675.43	0	27,324.57	31.6900
10-1-0120-5805	AXON LEASE	0	109,000.00	0	74,473.62	0	34,526.38	68.3200
10-1-0120-5806	FLOCK SAFETY LEASE	0	14,000.00	0	14,000.00	0	0.00	100.0000
10-1-0120-5808	IT SERVICE & MAINTENANCE	98.51	58,000.00	0	22,972.36	0	35,027.64	39.6100
10-1-0120-5809	GRANT EXPENSES	0	36,000.00	1,599.99	26,866.25	0	9,133.75	74.6300
10-1-0120-7001	COMMUNICATIONS EQUIPMENT	0	8,000.00	0	828.75	0	7,171.25	10.3600

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10-1-0120-7009	CAPITAL OUTLAY	0	941,165.00	7,618.40	50,313.40	0	890,851.60	5.3500
	0120 POLICE DEPARTMENT	234,984.41	4,365,625.00	267,048.28	1,408,196.34	0.00	2,957,428.66	

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Account Id	Account Description	Prior Rev/Expd	Anticipated/Budgeted	Current Rev/Expd	YTD Rev/Expd	Cancel	Balance/Excess/Deficit	%Expd/%Real
10-1-0124-0000	CODE COMPLIANCE OFFICIAL	0	0	0	0	0	0	0
10-1-0124-1000	SALARIES	18,518.74	213,744.00	20,041.80	85,762.88	0	127,981.12	40.1200
10-1-0124-2001	FICA	1,407.16	16,351.00	1,478.82	6,317.55	0	10,033.45	38.6400
10-1-0124-2003	RETIREMENT	3,127.79	45,549.00	3,869.14	17,447.83	0	28,101.17	38.3100
10-1-0124-2005	MEDICAL PLANS	1,546.79	21,576.00	2,018.91	12,123.72	0	9,452.28	56.1900
10-1-0124-2006	GROUP LIFE INSURANCE	112.65	2,800.00	210.18	945.81	0	1,854.19	33.7800
10-1-0124-2007	DISABILITY INSURANCE	0	960.00	177.02	447.09	0	512.91	46.5700
10-1-0124-2009	UNEMPLOYMENT INSURANCE	0	40.00	0	0	0	40.00	0.0000
10-1-0124-2010	WORKERS COMPENSATION	0	971.00	0	971.00	0	0.00	100.0000
10-1-0124-2011	CELL PHONE ALLOWANCE	80.00	960.00	80.00	320.00	0	640.00	33.3300
10-1-0124-2012	UNIFORMS	0	1,200.00	0	0	0	1,200.00	0.0000
10-1-0124-3007	ADVERTISING	1,199.05	2,500.00	378.00	630.00	0	1,870.00	25.2000
10-1-0124-3010	CONTRACT/TECHNICAL SERVICES	0	10,000.00	0	2,911.25	0	7,088.75	29.1100
10-1-0124-5309	PROPERTY INSURANCE	0	654.00	0	654.00	0	0.00	100.0000
10-1-0124-5408	VEHICLE & EQUIP. MAINTENANCE	0	1,000.00	0	16.36	0	983.64	1.6400
10-1-0124-5411	FUEL EXPENSE	292.73	1,800.00	61.07	444.84	0	1,355.16	24.7100
10-1-0124-5413	STATE LEVY - 2% OF PERMIT REV	110.10	10,000.00	9,550.79	10,646.23	0	-646.23	106.4600
10-1-0124-5504	TRAVEL - MEETINGS/EDUCATION	0	1,500.00	480.00	503.99	0	996.01	33.6000
10-1-0124-5801	DUES & SUBSCRIPTIONS	0	250.00	0	173.53	0	76.47	69.4100
10-1-0124-5802	DEMOLITION COSTS	0	10,000.00	0	0	0	10,000.00	0.0000
10-1-0124-5803	REIMBURSE FEES	83.22	200.00	0	30.60	0	169.40	15.3000
10-1-0124-5804	DEPARTMENTAL SUPPLIES	19.45	1,500.00	214.71	263.22	0	1,236.78	17.5500
10-1-0124-5805	STORMWATER / E&S	0	10,000.00	0	1,440.00	0	8,560.00	14.4000
0124 CODE COMPLIANCE OFFICIAL		26,497.68	353,555.00	38,560.44	142,049.90	0.00	211,505.10	

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Account Id	Account Description	Prior Rev/Expd	Anticipated/Budgeted	Current Rev/Expd	YTD Rev/Expd	Cancel	Balance/Excess/Deficit	%Expd/%Real
10-1-0126-0000	STREET MAINTENANCE	0	0	0	0	0	0	0
10-1-0126-1000	SALARIES	31,647.50	398,688.00	39,643.45	162,604.56	0	236,083.44	40.7800
10-1-0126-1002	SALARIES - OVERTIME	3,532.28	20,000.00	4,810.10	6,900.88	0	13,099.12	34.5000
10-1-0126-2001	FICA	2,641.89	32,030.00	3,367.62	12,934.19	0	19,095.81	40.3800
10-1-0126-2003	RETIREMENT	4,935.83	84,960.00	7,322.56	33,071.36	0	51,888.64	38.9300
10-1-0126-2005	MEDICAL PLANS	3,039.17	61,663.00	3,956.84	24,616.32	0	37,046.68	39.9200
10-1-0126-2006	GROUP LIFE INSURANCE	185.83	5,223.00	392.20	1,764.90	0	3,458.10	33.7900
10-1-0126-2007	DISABILITY INSURANCE	0	1,920.00	337.30	858.16	0	1,061.84	44.7000
10-1-0126-2009	UNEMPLOYMENT INSURANCE	0	80.00	0	0	0	80.00	0.0000
10-1-0126-2010	WORKERS COMPENSATION	0	17,027.00	0	17,027.00	0	0.00	100.0000
10-1-0126-2011	CELL PHONE ALLOWANCE	40.00	480.00	40.00	160.00	0	320.00	33.3300
10-1-0126-2012	UNIFORMS	0	2,000.00	0	700.00	0	1,300.00	35.0000
10-1-0126-2013	CLOTHING ALLOWANCE	0	4,200.00	0	2,100.00	0	2,100.00	50.0000
10-1-0126-3015	ENGINEERING	0	12,000.00	0	3,000.00	0	9,000.00	25.0000
10-1-0126-5100	ELECTRIC SERVICE(STREETLIGHTS)	8,677.75	110,000.00	9,221.96	36,825.12	0	73,174.88	33.4800
10-1-0126-5203	TELECOMMUNICATIONS	435.48	3,470.00	352.13	2,080.41	0	1,389.59	59.9500
10-1-0126-5309	PROPERTY INSURANCE	0	10,886.00	0	10,886.00	0	0.00	100.0000
10-1-0126-5407	STREET MAINTENANCE	22,790.58	1,800,000.00	74,569.36	602,942.29	0	1,197,057.71	33.5000
10-1-0126-5408	VEHICLE & EQUIP. MAINTENANCE	2,587.38	40,000.00	4,441.59	27,297.60	0	12,702.40	68.2400
10-1-0126-5411	FUEL EXPENSE	3,482.82	35,000.00	2,470.90	11,462.18	0	23,537.82	32.7500
10-1-0126-5504	TRAVEL - MEETINGS/EDUCATION	72.00	9,000.00	0	0	0	9,000.00	0.0000
10-1-0126-5804	DEPARTMENTAL SUPPLIES	1,529.62	16,074.00	319.86	1,541.85	0	14,532.15	9.5900
10-1-0126-5805	SAFETY/PROTECTIVE EQUIP.	0	2,500.00	131.05	787.75	0	1,712.25	31.5100
10-1-0126-7009	CAPITAL OUTLAY	0	3,793,182.00	0	231,349.00	0	3,561,833.00	6.1000
	0126 STREET MAINTENANCE	85,598.13	6,460,383.00	151,376.92	1,190,909.57	0.00	5,269,473.43	

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10-1-0132-0000	SOLID WASTE	0	0	0	0	0	0	0
10-1-0132-1000	SALARIES	15,410.36	165,414.00	16,324.17	66,682.37	0	98,731.63	40.3100
10-1-0132-1002	SALARIES - OVERTIME	691.00	8,500.00	1,044.11	1,239.37	0	7,260.63	14.5800
10-1-0132-2001	FICA	1,226.24	13,304.00	1,325.57	5,279.97	0	8,024.03	39.6900
10-1-0132-2003	RETIREMENT	2,398.70	35,250.00	3,013.08	13,596.66	0	21,653.34	38.5700
10-1-0132-2005	MEDICAL PLANS	1,404.12	24,323.00	1,562.97	9,353.08	0	14,969.92	38.4500
10-1-0132-2006	GROUP LIFE INSURANCE	85.66	2,167.00	162.66	731.97	0	1,435.03	33.7800
10-1-0132-2007	DISABILITY INSURANCE	0	760.00	140.34	355.42	0	404.58	46.7700
10-1-0132-2009	UNEMPLOYMENT INSURANCE	0	40.00	0	0	0	40.00	0.0000
10-1-0132-2010	WORKERS COMPENSATION	0	11,553.00	0	11,553.00	0	0.00	100.0000
10-1-0132-2012	UNIFORMS	0	1,100.00	0	300.00	0	800.00	27.2700
10-1-0132-2013	CLOTHING ALLOWANCE	0	1,800.00	0	900.00	0	900.00	50.0000
10-1-0132-3004	REPAIRS & MAINTENANCE	291.99	30,000.00	45.98	45.98	0	29,954.02	0.1500
10-1-0132-5309	PROPERTY INSURANCE	0	2,653.00	0	2,653.00	0	0.00	100.0000
10-1-0132-5408	VEHICLE & EQUIP. MAINTENANCE	30,338.34	25,000.00	451.99	6,716.53	0	18,283.47	26.8700
10-1-0132-5411	FUEL EXPENSE	3,350.53	25,000.00	766.00	3,028.39	0	21,971.61	12.1100
10-1-0132-5504	TRAVEL - MEETINGS/EDUCATION	0	0.00	0	100.00	0	-100.00	0
10-1-0132-5804	DEPARTMENTAL SUPPLIES	449.63	0.00	0	0	0	0.00	0
10-1-0132-6000	WASTE COLLECTION FEE	30,589.75	385,000.00	1,016.93	103,315.36	0	281,684.64	26.8400
10-1-0132-7000	LANDFILL TIPPING FEES	14,033.60	10,000.00	0	3,507.24	0	6,492.76	35.0700
	0132 SOLID WASTE	100,269.92	741,864.00	25,853.80	229,358.34	0.00	512,505.66	

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10-1-0133-0000	FLEET MAINTENANCE	0	0	0	0	0	0	0
10-1-0133-1000	SALARIES	11,577.88	188,513.00	19,473.28	77,875.24	0	110,637.76	41.3100
10-1-0133-1002	SALARIES - OVERTIME	0	1,500.00	10.50	31.50	0	1,468.50	2.1000
10-1-0133-2001	FICA	889.49	14,536.00	1,477.90	6,047.65	0	8,488.35	41.6000
10-1-0133-2003	RETIREMENT	1,394.43	40,172.00	4,009.88	17,558.81	0	22,613.19	43.7100
10-1-0133-2005	MEDICAL PLANS	456.15	17,336.00	1,004.00	5,995.84	0	11,340.16	34.5900
10-1-0133-2006	GROUP LIFE INSURANCE	69.51	2,470.00	196.74	849.90	0	1,620.10	34.4100
10-1-0133-2007	DISABILITY INSURANCE	0	1,070.00	159.60	402.68	0	667.32	37.6300
10-1-0133-2009	UNEMPLOYMENT INSURANCE	0	40.00	0	0	0	40.00	0.0000
10-1-0133-2010	WORKERS COMPENSATION	0	2,693.00	0	2,693.00	0	0.00	100.0000
10-1-0133-2011	CELL PHONE ALLOWANCE	40.00	480.00	40.00	160.00	0	320.00	33.3300
10-1-0133-2012	UNIFORMS	0	600.00	0	300.00	0	300.00	50.0000
10-1-0133-2013	CLOTHING ALLOWANCE	0	1,800.00	0	900.00	0	900.00	50.0000
10-1-0133-3004	REPAIRS & MAINTENANCE	681.51	10,000.00	0	11,144.49	0	-1,144.49	111.4400
10-1-0133-5100	ELECTRICAL SERVICE	605.74	10,000.00	866.96	3,257.93	0	6,742.07	32.5800
10-1-0133-5102	HEATING	161.99	5,000.00	127.01	454.06	0	4,545.94	9.0800
10-1-0133-5203	TELECOMMUNICATIONS	346.88	3,500.00	0	358.93	0	3,141.07	10.2600
10-1-0133-5309	PROPERTY INSURANCE	0	445.00	0	445.00	0	0.00	100.0000
10-1-0133-5408	VEHICLE & EQUIP. MAINTENANCE	682.23	20,000.00	491.81	8,395.73	0	11,604.27	41.9800
10-1-0133-5411	FUEL EXPENSE	132.17	800.00	0.00	316.20	0	483.80	39.5300
10-1-0133-5504	TRAVEL - MEETINGS/EDUCATION	40.00	300.00	50.57	100.37	0	199.63	33.4600
10-1-0133-5801	DUES & SUBSCRIPTIONS	0	7,500.00	0	0	0	7,500.00	0.0000
10-1-0133-5804	DEPARTMENTAL SUPPLIES	925.03	36,100.00	264.62	7,017.89	0	29,082.11	19.4400
10-1-0133-5805	SAFETY/PROTECTIVE EQUIP.	0	1,700.00	0	0	0	1,700.00	0.0000
10-1-0133-7009	CAPITAL OUTLAY	0	0.00	15,103.00	15,103.00	0	-15,103.00	0
0133 FLEET MAINTENANCE		18,003.01	366,555.00	43,275.87	159,408.22	0.00	207,146.78	

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10-1-0134-0000	FACILITY MAINTENANCE	0	0	0	0	0	0	0
10-1-0134-1000	SALARIES	10,657.68	139,723.00	13,101.30	51,065.27	0	88,657.73	36.5500
10-1-0134-1002	SALARIES - OVERTIME	76.53	500.00	0	260.78	0	239.22	52.1600
10-1-0134-2001	FICA	824.34	10,741.00	1,000.81	3,991.22	0	6,749.78	37.1600
10-1-0134-2003	RETIREMENT	935.40	29,775.00	2,458.70	10,638.39	0	19,136.61	35.7300
10-1-0134-2005	MEDICAL PLANS	1,400.70	27,127.00	1,619.94	8,032.07	0	19,094.93	29.6100
10-1-0134-2006	GROUP LIFE INSURANCE	50.09	1,830.00	127.56	545.19	0	1,284.81	29.7900
10-1-0134-2007	DISABILITY INSURANCE	0	920.00	120.38	249.50	0	670.50	27.1200
10-1-0134-2009	UNEMPLOYMENT INSURANCE	0	50.00	0	0	0	50.00	0.0000
10-1-0134-2010	WORKERS COMPENSATION	0	1,638.00	0	1,638.00	0	0.00	100.0000
10-1-0134-2012	UNIFORMS	0	600.00	0	200.00	0	400.00	33.3300
10-1-0134-2013	CLOTHING ALLOWANCE	0	1,800.00	0	600.00	0	1,200.00	33.3300
10-1-0134-3004	REPAIRS & MAINTENANCE	7,580.63	60,000.00	13,847.26	196,149.46	0	-136,149.46	326.9200
10-1-0134-3010	CONTRACT/TECHNICAL SERVICES	0	30,000.00	3,733.73	8,881.73	0	21,118.27	29.6100
10-1-0134-3015	ENGINEERING	6,640.00	10,000.00	0	500.00	0	9,500.00	5.0000
10-1-0134-5100	ELECTRICAL SERVICE	1,582.61	30,000.00	1,165.49	6,725.73	0	23,274.27	22.4200
10-1-0134-5102	HEATING	127.13	7,000.00	69.84	179.62	0	6,820.38	2.5700
10-1-0134-5309	PROPERTY INSURANCE	0	33,666.00	0	14,347.00	0	19,319.00	42.6200
10-1-0134-5405	CLEANING/JANITORIAL SUPPLIES	520.51	7,500.00	0	234.44	0	7,265.56	3.1300
10-1-0134-5408	VEHICLE & EQUIP. MAINTENANCE	75.99	1,000.00	68.99	68.99	0	931.01	6.9000
10-1-0134-5411	FUEL EXPENSE	238.23	1,000.00	96.69	403.84	0	596.16	40.3800
10-1-0134-5805	SAFETY/PROTECTIVE EQUIP.	0	800.00	0	2,421.41	0	-1,621.41	302.6800
10-1-0134-7009	CAPITAL OUTLAY	45,630.95	1,200,000.00	0	332,946.03	0	867,053.97	27.7500
10-1-0134-7804	DEBT SERVICE	0	166,676.00	0	82,110.94	0	84,565.06	49.2600
	0134 FACILITY MAINTENANCE	76,340.79	1,762,346.00	37,410.69	722,189.61	0.00	1,040,156.39	

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10-1-0450-0000	PARKS AND GROUNDS	0	0	0	0	0	0	0
10-1-0450-1000	SALARIES	24,526.29	354,285.00	31,648.77	135,702.99	0	218,582.01	38.3000
10-1-0450-1002	SALARIES - OVERTIME	0	2,000.00	0	0	0	2,000.00	0.0000
10-1-0450-2001	FICA	1,855.15	27,256.00	2,373.42	10,414.18	0	16,841.82	38.2100
10-1-0450-2003	RETIREMENT	3,315.05	75,498.00	6,017.06	28,298.45	0	47,199.55	37.4800
10-1-0450-2005	MEDICAL PLANS	2,357.87	59,611.00	3,085.54	20,109.09	0	39,501.91	33.7300
10-1-0450-2006	GROUP LIFE INSURANCE	140.84	4,641.00	312.52	1,461.33	0	3,179.67	31.4900
10-1-0450-2007	DISABILITY INSURANCE	0	1,430.00	270.84	742.23	0	687.77	51.9000
10-1-0450-2009	UNEMPLOYMENT INSURANCE	0	70.00	0	0	0	70.00	0.0000
10-1-0450-2010	WORKERS COMPENSATION	0	5,878.00	0	5,878.00	0	0.00	100.0000
10-1-0450-2011	CELL PHONE ALLOWANCE	40.00	480.00	40.00	160.00	0	320.00	33.3300
10-1-0450-2012	UNIFORMS	0	2,500.00	0	700.00	0	1,800.00	28.0000
10-1-0450-2013	CLOTHING ALLOWANCE	0	4,200.00	0	2,100.00	0	2,100.00	50.0000
10-1-0450-3004	REPAIRS & MAINTENANCE	6,494.53	105,000.00	21,380.60	60,342.19	0	44,657.81	57.4700
10-1-0450-5100	ELECTRICAL SERVICE	2,487.36	25,000.00	2,013.33	7,895.31	0	17,104.69	31.5800
10-1-0450-5203	TELECOMMUNICATIONS	589.25	5,720.00	454.14	2,500.45	0	3,219.55	43.7100
10-1-0450-5309	PROPERTY INSURANCE	0	3,207.00	0	3,207.00	0	0.00	100.0000
10-1-0450-5408	VEHICLE & EQUIP. MAINTENANCE	593.48	8,000.00	532.45	5,145.33	0	2,854.67	64.3200
10-1-0450-5411	FUEL EXPENSE	484.40	8,000.00	984.67	1,754.70	0	6,245.30	21.9300
10-1-0450-5504	TRAVEL - MEETINGS/EDUCATION	62.39	2,000.00	0	75.00	0	1,925.00	3.7500
10-1-0450-5804	DEPARTMENTAL SUPPLIES	0	250.00	0	0	0	250.00	0.0000
10-1-0450-5805	SAFETY/PROTECTIVE EQUIP.	0	1,000.00	0	0	0	1,000.00	0.0000
10-1-0450-7009	CAPITAL OUTLAY	0	282,000.00	80,084.00	81,443.37	0	200,556.63	28.8800
0450 PARKS AND GROUNDS		42,946.61	978,026.00	149,197.34	367,929.62	0.00	610,096.38	

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10-1-0451-0000	LIBRARY	0	0	0	0	0	0	0
10-1-0451-3004	REPAIRS & MAINTENANCE	75.00	6,000.00	41.68	158.36	0	5,841.64	2.6400
10-1-0451-5100	ELECTRICAL SERVICE	1,091.76	16,000.00	1,063.39	5,875.47	0	10,124.53	36.7200
10-1-0451-5102	HEATING	55.03	3,000.00	72.08	195.03	0	2,804.97	6.5000
	0451 LIBRARY	1,221.79	25,000.00	1,177.15	6,228.86	0.00	18,771.14	

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10-1-0920-0000	COMMUNITY DEVELOPMENT	0	0	0	0	0	0	0
10-1-0920-5606	REGIONAL PLANNING COMMISSION	0	7,604.00	0	7,603.20	0	0.80	99.9900
10-1-0920-5607	REGIONAL AIRPORT	0	25,000.00	0	25,000.00	0	0.00	100.0000
10-1-0920-5608	SOUTH HILL CDA	50,000.00	15,250.00	0	0	0	15,250.00	0.0000
10-1-0920-5609	COMMUNITY DEVELOPMENT	2,134.97	360,000.00	54,997.09	66,356.41	0	293,643.59	18.4300
10-1-0920-5612	SOUTHSIDE RESCUE SQUAD	0	200,000.00	0	200,000.00	0	0.00	100.0000
10-1-0920-5614	CHAMBER OF COMMERCE/SHOPS OF SOUTH HILL	0	100,000.00	0	100,000.00	0	0.00	100.0000
10-1-0920-5616	SOUTH HILL VOLUNTEER FIRE DEPARTMENT	250,000.00	1,025,000.00	250,000.00	776,250.00	0	248,750.00	75.7300
10-1-0920-5617	SOUTH HILL BREAD BOX	0	10,000.00	0	10,000.00	0	0.00	100.0000
10-1-0920-5618	LAB BUS	0	70,802.00	35,401.00	35,401.00	0	35,401.00	50.0000
10-1-0920-5620	BUSINESS EDUCATION PARTNERSHIP	0	4,000.00	0	4,000.00	0	0.00	100.0000
10-1-0920-5622	SOUTH HILL REVITALIZATION	0	20,000.00	0	20,000.00	0	0.00	100.0000
10-1-0920-5623	SOUTHERN VA FOOD HUB	0	24,000.00	0	24,000.00	0	0.00	100.0000
10-1-0920-5626	COLONIAL CENTER - VCA GRANT AND MATCH	0	9,000.00	0	0	0	9,000.00	0.0000
10-1-0920-5629	ROANOKE RIVER RAILS TO TRAILS	0	500.00	0	0	0	500.00	0.0000
10-1-0920-5630	MECKLENBURG COUNTY SENIOR CITIZENS	0	5,000.00	0	5,000.00	0	0.00	100.0000
10-1-0920-7009	CAPITAL OUTLAY	0	500,000.00	24,765.12	76,409.72	0	423,590.28	15.2800
	0920 COMMUNITY DEVELOPMENT	302,134.97	2,376,156.00	365,163.21	1,350,020.33	0.00	1,026,135.67	
	GENERAL FUND Expenditure Totals	998,343.54	22,884,115.00	1,247,454.52	6,279,727.52	0.00	16,604,387.48	

INCOME/EXPENSE REPORT
NOVEMBER 2025

Account Id	Account Description	Prior Rev/Expd	Anticipated/Budgeted	Current Rev/Expd	YTD Rev/Expd	Cancel	Balance/Excess/Deficit	%Expd/%Real
30-2-5000-0001	WATER SALES	0	1,700,000.00	175,736.42	792,898.01	0	-907,101.99	46.6400
30-2-5000-0002	WATER CONNECTION FEES	0	16,000.00	0	11,000.00	0	-5,000.00	68.7500
30-2-5000-0004	SEWAGE TREATMENT/LACROSSE	0	40,000.00	2,700.48	21,478.56	0	-18,521.44	53.7000
30-2-5000-0005	SEWAGE TREATMENT/BRODNAX	0	20,000.00	983.68	5,695.60	0	-14,304.40	28.4800
30-2-5000-0006	PENALTIES-PAST DUE SALES	0	75,000.00	2,457.78	23,201.24	0	-51,798.76	30.9300
30-2-5000-0007	INTEREST ON DEPOSITS	65,721.43	100,000.00	0	25,224.26	0	-74,775.74	25.2200
30-2-5000-0008	WWTP EXPANSION PAYMENT/LACROSSE	1,455.90	17,470.00	1,455.90	5,823.60	0	-11,646.40	33.3300
30-2-5000-0009	WWTP EXPANSION PAYMENT/BRODNAX	727.95	8,735.00	727.95	2,911.80	0	-5,823.20	33.3300
30-2-5000-0010	SEPTIC TANK HAULERS FEE	23,547.97	60,000.00	17,042.90	78,757.76	0	18,757.76	131.2600
30-2-5000-0011	SET UP FEE - BULK WATER	0	200.00	0	0	0	-200.00	0.0000
30-2-5000-0013	CUT ON / TRANSFER FEES	0	50,000.00	2,550.00	16,520.00	0	-33,480.00	33.0400
30-2-5000-0016	LEACHATE TREATMENT	0	425,000.00	27,533.02	138,031.42	0	-286,968.58	32.4800
30-2-5000-0020	TRANSFER FROM FUND BALANCE	0	2,576,924.00	0	0	0	-2,576,924.00	0.0000
30-2-5000-0021	TRANSFER FROM GENERAL FUND	0	7,338,288.00	0	0	0	-7,338,288.00	0.0000
30-2-5000-0025	MISCELLANEOUS INCOME	0	2,000.00	4,912.40	288,877.60	0	286,877.60	14,443.8800
30-2-5000-0031	SEWER SALES	0	1,472,000.00	162,556.61	676,815.04	0	-795,184.96	45.9800
30-2-5000-0032	SEWER CONNECTION FEES	0	24,000.00	0	15,000.00	0	-9,000.00	62.5000
30-2-5000-0493	AMERICAN RESCUE PLAN SEWER COLL GRANT	0	492,580.00	0	0	0	-492,580.00	0.0000
30-2-5000-0497	CONSTRUCTION CONTRIBUTION	0	4,258,603.00	0	0	0	-4,258,603.00	0.0000
30-2-5000-0580	SALE OF PROPERTY	0	15,000.00	0	0	0	-15,000.00	0.0000
WATER & SEWER FUND Revenue Totals		91,453.25	18,691,800.00	398,657.14	2,103,986.38	0.00	-16,587,813.62	

INCOME/EXPENSE REPORT
NOVEMBER 2025

Account Id	Account Description	Prior Rev/Expd	Anticipated/Budgeted	Current Rev/Expd	YTD Rev/Expd	Cancel	Balance/Excess/Deficit	%Expd/%Real
30-0-0000-0000	WATER & SEWER FUND	0	0	0	0	0	0	0
30-1-6000-0000	WATER DISTRIBUTION SYSTEMS	0	0	0	0	0	0	0
30-1-6000-1000	SALARIES	7,969.61	158,686.00	14,833.40	64,483.50	0	94,202.50	40.6400
30-1-6000-1002	SALARIES - OVERTIME	224.51	9,000.00	1,064.97	2,177.68	0	6,822.32	24.2000
30-1-6000-1010	INCENTIVE	0	9,700.00	0	0	0	9,700.00	0.0000
30-1-6000-2001	FICA	622.54	12,828.00	1,201.62	5,079.46	0	7,748.54	39.6000
30-1-6000-2003	RETIREMENT	1,288.39	33,816.00	2,796.45	13,206.21	0	20,609.79	39.0500
30-1-6000-2005	MEDICAL PLANS	730.62	32,172.00	1,717.25	8,995.92	0	23,176.08	27.9600
30-1-6000-2006	GROUP LIFE INSURANCE	46.43	2,079.00	148.87	698.15	0	1,380.85	33.5800
30-1-6000-2007	DISABILITY INSURANCE	0	530.00	93.82	237.58	0	292.42	44.8300
30-1-6000-2009	UNEMPLOYMENT INSURANCE	0	30.00	0	0.00	0	30.00	0.0000
30-1-6000-2010	WORKERS COMPENSATION	0	3,537.00	0	3,537.00	0	0.00	100.0000
30-1-6000-2012	UNIFORMS	0	1,600.00	0	200.00	0	1,400.00	12.5000
30-1-6000-2013	CLOTHING ALLOWANCE	0	1,800.00	0	600.00	0	1,200.00	33.3300
30-1-6000-3004	REPAIRS AND MAINTENANCE	16,768.09	150,000.00	14,791.00	30,662.36	0	119,337.64	20.4400
30-1-6000-3010	CONTRACT/TESTING SERVICES	283.50	7,000.00	571.80	2,799.22	0	4,200.78	39.9900
30-1-6000-3015	ENGINEERING	0	5,000.00	0	0	0	5,000.00	0.0000
30-1-6000-5100	ELECTRICAL SERVICE	1,443.51	3,500.00	391.44	1,804.19	0	1,695.81	51.5500
30-1-6000-5203	TELECOMMUNICATIONS	220.07	2,000.00	260.47	1,192.84	0	807.16	59.6400
30-1-6000-5309	PROPERTY INSURANCE	0	9,342.00	0	11,183.00	0	-1,841.00	119.7100
30-1-6000-5408	VEHICLE & EQUIP. MAINTENANCE	68.48	4,500.00	0	269.52	0	4,230.48	5.9900
30-1-6000-5411	FUEL EXPENSE	505.96	5,000.00	305.80	815.26	0	4,184.74	16.3100
30-1-6000-5413	VA DEPT OF HEALTH FEES	0	8,000.00	0	7,842.00	0	158.00	98.0300
30-1-6000-5504	TRAVEL - MEETINGS/EDUCATION	0	2,000.00	0	610.00	0	1,390.00	30.5000
30-1-6000-5700	WATER TANK MAINTENANCE	0	90,000.00	0	77,943.41	0	12,056.59	86.6000
30-1-6000-5804	DEPARTMENTAL SUPPLIES	0	200.00	0	0	0	200.00	0.0000
30-1-6000-5805	SAFETY/PROTECTIVE EQUIP.	0	600.00	0	0	0	600.00	0.0000
30-1-6000-5807	NORTHSIDE INFRASTRUCTURE	1,585.01	4,450,000.00	11,841.00	45,962.31	0	4,404,037.69	1.0300
30-1-6000-5897	AMERICAN RESCUE PLAN ACT EXPENSES	126,372.81	0.00	0	0	0	0.00	0
30-1-6000-7009	CAPITAL OUTLAY	97,500.00	1,250,000.00	126,859.11	852,996.48	0	397,003.52	68.2400
30-1-6000-7050	WATER PURCHASES - RRSAs	201,162.01	1,300,000.00	104,662.73	421,680.56	0	878,319.44	32.4400
30-1-6000-7804	DEBT SERVICE	0	352,519.00	0	454,211.36	0	-101,692.36	128.8500
	6000 WATER DISTRIBUTION SYSTEMS	456,791.54	7,905,439.00	281,539.73	2,009,188.01	0.00	5,896,250.99	
30-1-6040-8600	TRANSFER TO OTHER FUNDS	0	81,250.00	0	0	0	81,250.00	0.0000
	6040 Total	0.00	81,250.00	0.00	0.00	0.00	81,250.00	

INCOME/EXPENSE REPORT
NOVEMBER 2025

Account Id	Account Description	Prior Rev/Expd	Anticipated/Budgeted	Current Rev/Expd	YTD Rev/Expd	Cancel	Balance/Excess/Deficit	%Expd/%Real
30-1-6050-0000	SEWER COLLECTION SYSTEM	0	0	0	0	0	0	0
30-1-6050-1000	SALARIES	12,696.02	158,686.00	17,233.30	66,883.03	0	91,802.97	42.1500
30-1-6050-1002	SALARIES - OVERTIME	405.66	9,000.00	1,064.94	2,177.60	0	6,822.40	24.2000
30-1-6050-2001	FICA	988.32	12,828.00	1,373.14	5,306.89	0	7,521.11	41.3700
30-1-6050-2003	RETIREMENT	1,852.76	33,816.00	3,165.35	13,746.44	0	20,069.56	40.6500
30-1-6050-2005	MEDICAL PLANS	1,233.54	32,172.00	1,727.25	11,583.18	0	20,588.82	36.0000
30-1-6050-2006	GROUP LIFE INSURANCE	73.15	2,079.00	167.45	725.29	0	1,353.71	34.8900
30-1-6050-2007	DISABILITY INSURANCE	0	530.00	180.00	453.04	0	76.96	85.4800
30-1-6050-2009	UNEMPLOYMENT INSURANCE	0	30.00	0	0.00	0	30.00	0.0000
30-1-6050-2010	WORKERS COMPENSATION	0	2,191.00	0	2,191.00	0	0.00	100.0000
30-1-6050-2012	UNIFORMS	0	1,600.00	0	400.00	0	1,200.00	25.0000
30-1-6050-2013	CLOTHING ALLOWANCE	0	1,800.00	0	1,200.00	0	600.00	66.6700
30-1-6050-3004	REPAIRS & MAINTENANCE	9,350.83	125,000.00	2,353.44	44,620.14	0	80,379.86	35.7000
30-1-6050-3015	ENGINEERING	1,438.00	20,000.00	0	0	0	20,000.00	0.0000
30-1-6050-5100	ELECTRICAL SERVICE	2,686.32	35,000.00	2,284.52	9,134.40	0	25,865.60	26.1000
30-1-6050-5203	TELECOMMUNICATIONS	40.01	500.00	0	0	0	500.00	0.0000
30-1-6050-5309	PROPERTY INSURANCE	0	8,112.00	0	7,962.00	0	150.00	98.1500
30-1-6050-5408	VEHICLE & EQUIP. MAINTENANCE	121.14	25,000.00	200.00	8,648.52	0	16,351.48	34.5900
30-1-6050-5411	FUEL EXPENSE	1,559.20	10,000.00	1,077.78	5,579.95	0	4,420.05	55.8000
30-1-6050-5504	TRAVEL - MEETINGS/EDUCATION	0	5,000.00	0	0	0	5,000.00	0.0000
30-1-6050-5804	DEPARTMENTAL SUPPLIES	0	200.00	425.78	440.63	0	-240.63	220.3200
30-1-6050-5805	SAFETY/PROTECTIVE EQUIP.	0	600.00	0	0	0	600.00	0.0000
30-1-6050-7009	CAPITAL OUTLAY	9,394.63	7,765,903.00	175,599.42	1,126,224.22	0	6,639,678.78	14.5000
30-1-6050-7804	DEBT SERVICE	0	950,784.00	0	0.00	0	950,784.00	0.0000
	6050 SEWER COLLECTION SYSTEM	41,839.58	9,200,831.00	206,852.37	1,307,276.33	0.00	7,893,554.67	
30-1-6940-8600	TRANSFER TO OTHER FUNDS	0	81,250.00	0	0	0	81,250.00	0.0000
	6940 Total	0.00	81,250.00	0.00	0.00	0.00	81,250.00	

INCOME/EXPENSE REPORT
NOVEMBER 2025

Account Id	Account Description	Prior Rev/Expd	Anticipated/Budgeted	Current Rev/Expd	YTD Rev/Expd	Cancel	Balance/Excess/Deficit	%Expd/%Real
30-1-7000-0000	WASTEWATER TREATMENT PLANT	0	0	0	0	0	0	0
30-1-7000-1000	SALARIES	26,681.41	349,847.00	29,312.03	126,641.93	0	223,205.07	36.2000
30-1-7000-1002	SALARIES - OVERTIME	0	2,000.00	15.53	286.50	0	1,713.50	14.3300
30-1-7000-1004	SALARIES - PART TIME	0	11,000.00	506.09	2,530.45	0	8,469.55	23.0000
30-1-7000-2001	FICA	2,023.91	27,758.00	2,274.36	9,997.75	0	17,760.25	36.0200
30-1-7000-2003	RETIREMENT	4,601.27	74,552.00	5,923.06	26,693.22	0	47,858.78	35.8000
30-1-7000-2005	MEDICAL PLANS	1,998.35	40,034.00	2,248.98	13,490.06	0	26,543.94	33.7000
30-1-7000-2006	GROUP LIFE INSURANCE	164.63	4,583.00	312.68	1,402.53	0	3,180.47	30.6000
30-1-7000-2007	DISABILITY INSURANCE	0	1,600.00	261.06	657.91	0	942.09	41.1200
30-1-7000-2009	UNEMPLOYMENT INSURANCE	0	80.00	0.51	2.55	0	77.45	3.1900
30-1-7000-2010	WORKERS COMPENSATION	0	4,280.00	0	4,430.00	0	-150.00	103.5000
30-1-7000-2012	UNIFORMS	0	300.00	0	400.00	0	-100.00	133.3300
30-1-7000-2013	CLOTHING ALLOWANCE	0	2,400.00	0	1,200.00	0	1,200.00	50.0000
30-1-7000-3004	REPAIRS & MAINTENANCE	15,386.85	175,000.00	18,413.54	38,174.31	0	136,825.69	21.8100
30-1-7000-3010	CONTRACT/TESTING SERVICES	2,815.00	35,000.00	2,540.40	15,486.52	0	19,513.48	44.2500
30-1-7000-3012	LEGAL EXPENSES	0	20,000.00	0	0	0	20,000.00	0.0000
30-1-7000-3015	ENGINEERING	0	50,000.00	0	0	0	50,000.00	0.0000
30-1-7000-5100	ELECTRICAL SERVICE	7,856.37	130,000.00	0	35,009.66	0	94,990.34	26.9300
30-1-7000-5203	TELECOMMUNICATIONS	268.66	3,950.00	463.85	1,797.29	0	2,152.71	45.5000
30-1-7000-5309	PROPERTY INSURANCE	0	10,718.00	0	10,718.00	0	0.00	100.0000
30-1-7000-5405	CLEANING & JANITORIAL	234.34	500.00	0	0	0	500.00	0.0000
30-1-7000-5408	VEHICLE & EQUIP. MAINTENANCE	0	5,000.00	0	144.73	0	4,855.27	2.8900
30-1-7000-5411	FUEL EXPENSE	376.72	15,000.00	225.13	3,797.19	0	11,202.81	25.3100
30-1-7000-5413	DEQ FEES	0	25,000.00	0	11,218.00	0	13,782.00	44.8700
30-1-7000-5415	CHEMICALS	0	22,000.00	4,439.00	4,439.00	0	17,561.00	20.1800
30-1-7000-5416	LAB SUPPLIES	4,041.84	12,000.00	0	1,708.13	0	10,291.87	14.2300
30-1-7000-5419	DISPOSAL EXPENSE	4,087.55	60,000.00	0	13,177.10	0	46,822.90	21.9600
30-1-7000-5504	TRAVEL - MEETINGS/EDUCATION	0	10,000.00	0	2,514.61	0	7,485.39	25.1500
30-1-7000-5804	DEPARTMENTAL SUPPLIES	135.08	2,000.00	33.92	80.38	0	1,919.62	4.0200
30-1-7000-5805	SAFETY/PROTECTIVE EQUIP.	0	2,000.00	0	107.73	0	1,892.27	5.3900
30-1-7000-7009	CAPITAL OUTLAY	0	207,000.00	32,024.20	49,268.00	0	157,732.00	23.8000
30-1-7000-7804	DEBT SERVICE	0	119,428.00	0	0.00	0	119,428.00	0.0000
	7000 WASTEWATER TREATMENT PLANT	70,671.98	1,423,030.00	98,994.34	375,373.55	0.00	1,047,656.45	
	WATER & SEWER FUND Expenditure Totals	569,303.10	18,691,800.00	587,386.44	3,691,837.89	0.00	14,999,962.11	

Items for Approval
South Hill Town Council Meeting
December 15, 2025

1. Town Manager Report
 - a. Police Department Renovation Project Update
 - b. Resolution Approving Funding and Use Agreement
2. Director of Municipal Services Report
 - a. Bulk Water Dispensing Station
 - b. Parker Park Sewer Lift Station and Force Main

Agenda Item A

To: Mayor and Town Council
From: Town Manager
Date: December 15, 2025
Re: Police Department Renovation Project Update

The Town contracted with Moseley Designs to prepare a proposal and conceptual site plan for renovating the former Workforce Center for the future South Hill Police Department. The plan was developed based on needs identified by Police Department staff and the Magistrate's office and is included in your agenda packet. The total project budget is \$10,071,203.

While detailed budget discussion will occur during the Town's FY25 budget process, staff requests authorization to move forward with the design phase, as funding for design was included in the current capital budget. This will keep the project on track following our move to Town Hall. Staff will also research borrowing and funding options for Council's consideration during the budget process.

Recommended Motion

I move to authorize the Town Manager to proceed with the design phase of the South Hill Police Department renovation project.

One-Story Front Addition Floor Plan

Plan includes two additions to provide the necessary spaces in the Police Department and Magistrate's 2045 space needs, but does not include their wish-list items. The addition on the west side of the building and the addition on the east side are both one-story, with heavy renovations throughout the entire existing building. The west wing addition includes the building entrance vestibule, waiting/lobby area, reception, two public toilets and a staff toilet, report taking, the community room, and offices for the police chief and police admin. This wing has two secured doors to restrict public access from the public areas to the staff areas. The east addition includes a sally-port and spaces in the Patrol division such as the quartermaster, processing/booking area, intoxilizer room, holding cell, and booking toilet. Refer to Appendix B for full size drawings.



Project Budget – One-Story Front Addition



TOWN OF SOUTH HILL
South Hill Police Department
Preliminary Budget Estimate - Option 1

This estimate is intended for budgeting purposes only. Moseley has no control over the cost of labor and materials or other construction market conditions and cannot guarantee the accuracy of this or any other construction cost estimate. Any additional project costs anticipated by Montgomery County should be added to the total amount indicated.

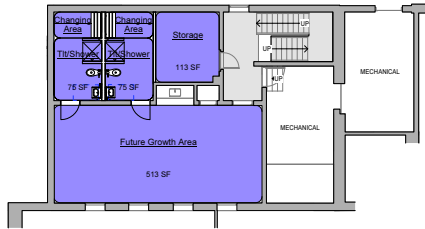
CONSTRUCTION COSTS

Addition	4,492 SF @	\$549	\$2,466,743
Renovation	8,498 SF @	\$417	\$3,546,778
Site work			\$1,675,018
CONSTRUCTION COST SUBTOTAL			\$7,688,539

OTHER COSTS

Furniture and Equipment Allowance	12,990 SF @	\$30	\$390,000
A/E Design Services (10% construction cost)			\$768,854
Construction Testing and Special Inspections (1% of construction cost subtotal)			\$76,900
Building Commissioning	12,990 SF @	\$1	\$13,000
County AV/IT Allowance (2% Building Cost)			\$154,000
Moving Expenses Allowance			\$10,000
Utility Connection Fees			Not included
Property Acquisition Allowance			Not required
Permitting (Estimated)			\$50,000
Legal Expenses			Not included
Financing Expenses			Not included
Other Costs Subtotal			\$1,462,754

ESTIMATED PROJECT COST	\$9,151,293
Recommended Project Budget Contingency (10%)	\$920,000
TOTAL BUDGET	\$10,071,293



SECOND FLOOR PLAN
1/8" = 1'-0"

LEGEND	
ADMIN	EX. WALL
INVESTIGATIONS	NEW EXT. WALL
MAGISTRATE	NEW INT. WALL
PATROL	SECURITY WALL
MISCELLANEOUS	SECURE FENCING
CIRCULATION	CHAIN LINK
PARKING	



FIRST FLOOR PLAN
1/8" = 1'-0"

Agenda Item B

To: Mayor and Town Council
From: Town Manager
Date: December 15, 2025
Re: Resolution Approving Funding and Use Agreement

Town Council and the South Hill Community Development Association (CDA) have been approached by the Lake Gaston Soccer Association (LGSA) to help facilitate the development and improvement of the property owned by LGSA known as the South Hill Soccer Complex, including potential public improvements on the property. A draft Funding and Use Agreement is included for your review and consideration to facilitate the process.

Recommended Motion

I move to adopt the resolution approving the use agreement with the South Hill Community Development Association, Inc.

PROPERTY FUNDING AND USE AGREEMENT

THIS PROPERTY FUNDING AND USE AGREEMENT (this “Agreement”) is made and entered into as of this _____ day of December, 2025 (the “Effective Date”), by and between the **TOWN OF SOUTH HILL, VIRGINIA**, a municipal corporation of the Commonwealth of Virginia (the “**Town**”), and the **SOUTH HILL COMMUNITY DEVELOPMENT ASSOCIATION, INC.**, a Virginia not-for-profit, non-stock corporation (the “**CDA**”). The Town and the CDA are sometimes referred to herein individually as a “Party” and collectively as the “Parties.”

RECITALS:

WHEREAS, the CDA has entered into that certain Real Property Purchase and Sale Agreement dated _____, 2025 (the “Purchase Contract”) with the Lake Gaston Soccer Association (“Seller”) for the purchase of approximately 25.42 acres located in Mecklenburg County, Virginia, known as the South Hill Soccer Complex (Tax Map No. 078A15((A))006) (the “Property”), for a purchase price of Two Hundred Fifty Thousand and 00/100 Dollars (\$250,000.00) (the “Purchase Price”); and

WHEREAS, the Town desires to facilitate the acquisition of the Property for public recreational use and the benefit of the citizens of South Hill, and has agreed to provide the funds necessary for the Purchase Price and associated closing costs, subject to the terms and conditions set forth herein; and

WHEREAS, pursuant to Va. Code § 15.2-5158 and other applicable laws, the Town is authorized to provide funds to the CDA for the acquisition of facilities for public use; and

WHEREAS, the Parties desire to set forth their respective rights and obligations regarding the funding, acquisition, ownership, operation, and ultimate disposition of the Property.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

ARTICLE 1: FUNDING AND ESCROW

1.1. Funding Commitment. Subject to the satisfaction of the conditions precedent set forth in this Agreement and the Purchase Contract, the Town agrees to advance funds in an amount equal to the Purchase Price plus all reasonable and customary closing costs allocable to the Buyer under the Purchase Contract (the “Acquisition Funds”).

Property Funding and Use Agreement
South Hill Soccer Complex
Old Plank Road
South Hill, Virginia

1.2. Escrow and Disbursement Instructions. The Town shall deposit the Acquisition Funds directly with Safe Harbor Title Insurance Company (the “Settlement Agent”). The CDA and Town shall jointly instruct the Settlement Agent that the Acquisition Funds are trust funds to be held in escrow and may only be disbursed upon the simultaneous satisfaction of the following conditions (the “Closing Conditions”): (a) Receipt by the Settlement Agent of a payoff letter for the Seller’s existing deed of trust and the full satisfaction of said debt from the Acquisition Funds; (b) the recordation of a Certificate of Satisfaction or Deed of Release releasing the Seller’s existing deed of trust from the Property; and (c) the recordation of the General Warranty Deed conveying the Property from Seller to the CDA. The Parties expressly agree that the Property shall be wholly unencumbered by Seller’s debt, or any other lien, upon transfer to the CDA at Closing (as defined in the Purchase Contract).

1.3. Town Approval Rights. Notwithstanding any provision in the Purchase Contract to the contrary, the obligation of the Town to disburse the Acquisition Funds is subject to the Town’s review and written approval of all closing documents, title commitments, surveys, and lien releases. As reflected in Section 11.1.2 of the Purchase Contract, such approval is in the Town’s absolute and sole discretion. If the Town does not provide written approval of the Closing, the Town may withdraw the Acquisition Funds from escrow without penalty or any further obligation to the CDA or any third-party.

1.4. Return of Surplus. The Acquisition Funds shall be used strictly for the purchase of the Property and approved closing costs. Any surplus Acquisition Funds remaining in escrow after the proper disbursement for the purchase shall be immediately returned to the Town.

ARTICLE 2: TITLE, CONVEYANCE, AND SECURITY

2.1. Title Vesting and Fiduciary Holding. Upon Closing, fee simple title to the Property shall vest in the CDA. However, the CDA acknowledges and agrees that it holds legal title to the Property as a fiduciary for the ultimate benefit of the Town, which has provided the sole consideration and funds for the acquisition of the Property. The CDA shall have no equity interest in the Property.

2.2. Obligation to Convey. The CDA agrees that it shall convey fee simple title to the Property to the Town, by General Warranty Deed, free and clear of all liens and encumbrances (except those Permitted Exceptions approved by the Town at the initial acquisition), upon the occurrence of any of the following: (a) Written request by the Town Council or Town Manager at any time; (b) the dissolution or termination of the existence of the CDA; or (c) an Event of Default by the CDA under this Agreement.

2.3. Security for Performance. To secure the CDA’s obligations hereunder, the CDA agrees to execute, if requested by the Town, a Deed of Trust or a Deed of Trust Rider in

favor of the Town, to be recorded immediately subsequent to the Deed from Seller, or any other time after the CDA acquires the Property, at the Town's request. This security instrument shall secure the performance of the CDA's obligations hereunder.

2.4. Prohibition on Encumbrances. The CDA shall not mortgage, pledge, lien, encumber, lease (except for the LGSA License defined below), or convey any interest in the Property to any third party without the prior express written consent of the Town.

ARTICLE 3: USE, OPERATIONS, AND INCOME

3.1. Permitted Use. The Property shall be used exclusively for public recreational purposes, specifically as a soccer complex and public park, consistent with the recitals of this Agreement.

3.2. License/Operations Agreement. The Parties acknowledge that the Property is subject to continued operation by the Seller (Lake Gaston Soccer Association) pursuant to a License/Operations Agreement to be executed at Closing (the "LGSA License"). The CDA agrees to enforce the terms of the LGSA License for the benefit of the Town.

3.3. Income and Expenses. (a) **Income:** Any and all revenues, rents, fees, concessions, or other income generated from the Property, whether through the LGSA License or otherwise, shall belong to the Town. The CDA shall promptly remit any such funds received to the Town. (b) **Expenses:** Ordinary operating expenses shall be addressed as set forth in the LGSA License or as legally appropriated by the Town. The CDA shall not incur any debt or financial obligation related to the Property that seeks to bind the Town or encumber the Property without the Town's prior written approval.

ARTICLE 4: RISK MANAGEMENT

4.1. Indemnification. To the fullest extent permitted by law, the CDA agrees to indemnify, defend, and hold harmless the Town, its elected officials, officers, agents, and employees from and against any and all claims, damages, losses, liabilities, and expenses (including reasonable attorneys' fees) arising out of or resulting from: (i) the CDA's ownership of the Property; (ii) any act or omission of the CDA or its agents; or (iii) any breach of this Agreement by the CDA.

4.2. Insurance. The CDA shall ensure that the Property is insured against liability and casualty loss. Specifically, the CDA shall require the Lake Gaston Soccer Association, under the LGSA License, to maintain: (a) General Liability Insurance with limits reasonably acceptable to the Town, naming both the CDA and the Town as Additional Insureds; and (b) Property/Casualty Insurance sufficient to cover the replacement cost of any improvements. Copies of all Certificates of Insurance shall be provided to the Town prior to Closing.

ARTICLE 5: DEFAULT AND REMEDIES

5.1. Events of Default. The following shall constitute an “Event of Default”: (a) Failure of the CDA to convey the Property to the Town upon request; (b) any unauthorized encumbrance or transfer of the Property by the CDA; (c) the filing of any bankruptcy or insolvency proceeding by or against the CDA; or (d) material breach of any representation or covenant herein.

5.2. Town’s Remedies. Upon an Event of Default, the Town may, at its option: (a) Demand immediate specific performance of the obligation to convey the Property to the Town; (b) exercise its rights under any Deed of Trust or security instrument to foreclose or revert title to the Town; and/or (c) seek any other remedy available at law or in equity. Because the Town has fully funded the acquisition, the Parties agree that money damages are an insufficient remedy for a failure to convey title, and specific performance (in addition to money damages) is the appropriate remedy.

ARTICLE 6: MISCELLANEOUS

6.1. No Audit Required. Unless a dispute arises, the Town does not require the CDA to perform a separate financial audit regarding the Property operations, provided that the CDA supplies necessary closing documentation and complies with the LGSA License oversight.

6.2. Notices. All notices required hereunder shall be in writing and delivered to the addresses set forth below:

If to the Town: Town of South Hill Attn: Keli Reekes, Town Manager, 211 S. Mecklenburg Avenue, South Hill, VA 23970

If to the CDA: South Hill Community Development Association, Inc. Attn: L.J. Dornak, President, P.O. Box 712, South Hill, Virginia 23970

6.3. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Virginia.

6.4. Entire Agreement. This Agreement, together with the Purchase Contract and LGSA License, constitutes the entire understanding between the Parties regarding the subject matter hereof.

[THIS SPACE IS INTENTIONALLY LEFT BLANK]

Property Funding and Use Agreement
South Hill Soccer Complex
Old Plank Road
South Hill, Virginia

IN WITNESS WHEREOF, the parties hereto, each intending to be legally bound by this writing, have caused this Agreement to be executed the day and year first above written.

CDA:

**SOUTH HILL COMMUNITY
DEVELOPMENT ASSOCIATION, INC.,**
a Virginia not-for-profit, non-stock
corporation

Name: L.J. Dornak
Title: President

TOWN:

TOWN OF SOUTH HILL, VIRGINIA, a
political subdivision of the Commonwealth
of Virginia

Name: Keli Reekes
Title: Town Manager

APPROVED AS TO FORM:

By: _____
F. Jesse Bausch, Sands Anderson PC,
Town Attorney

Date: _____

**A RESOLUTION APPROVING USE AGREEMENT WITH SOUTH HILL
COMMUNITY DEVELOPMENT ASSOCIATION, INC.**

WHEREAS, the Town Council (the "Town Council") of the Town of South Hill, Virginia (the "Town") and the South Hill Community Development Association, Inc. (the "CDA") have been approached by the Lake Gaston Soccer Association ("LGSA") to help facilitate the development and improvement of the property owned by LGSA known as the South Hill Soccer Complex (the "Facility"), including potential public improvements around the Facility; and

WHEREAS, there has been presented to this meeting a form of Property Funding and Use Agreement (the "Use Agreement") between the Town and the CDA to help facilitate funding the Facility and such improvements;

NOW, THEREFORE, BE IT RESOLVED, by the Town Council that the approval and execution of such Use Agreement by the Town is hereby found and declared to be in the best interests of the Town and its citizens, and the Mayor, Town Manager, attorney for the Town and other Town representatives are hereby authorized and directed to take such action as they deem necessary or proper to execute such Use Agreement plus such other agreements and certificates, including a license or similar agreement relating to the use of the Facilities as either the Mayor or Town Manager deems necessary to implement the purposes and intents of this resolution.

This Resolution shall take effect immediately.

Adopted this ____ day of December, 2025.

ADOPTED at a regular meeting of Council this 15th day of December, 2025, the roll call vote being as follows:

	VOTING AYE	VOTING NAY	ABSENT
Randy Crocker	_____	_____	_____
Lillie Feggins-Boone	_____	_____	_____
Jenifer Freeman-Hite	_____	_____	_____
Ashley C. Hardee	_____	_____	_____
Gavin Honeycutt	_____	_____	_____
Delores Luster	_____	_____	_____
Carl L. Sasser, Jr.	_____	_____	_____
Michael Smith	_____	_____	_____

The undersigned hereby certifies that the foregoing is an accurate account of the vote taken at a duly convened meeting of Town Council for the Town of South Hill, Virginia, on the 15th day of December, 2025, at which a quorum was present at the time the meeting was convened and at the time said vote was taken.

By: _____

W. M. Moody, Mayor

ATTEST:

Leanne Feather, Town Clerk

Agenda Item A

To: Mayor and Town Council
From: Director of Municipal Services
Date: December 15, 2025
Re: Bulk Water Dispensing Station

On December 2, 2025, the Town received sealed bids for the Bulk Water Dispensing Station. Concrete Foundations, Inc. submitted the low bid for providing the labor and materials for the Bulk Water Dispensing Station per advertised Invitation for Bid. Bids are quantity priced to cover labor and materials, and installation of the new Station.

The Bid received were as follows:
Concrete Foundations, Inc. bid \$ 95,000.00
H G Reynolds Construction bid \$139,046.00
Smiley's Construction bid \$189,000.00

The Total Base Bid by Concrete Foundations, Inc., 9075 Rockford School Road, Gretna, VA 24557 was \$95,000.00

Recommended Motion:
I move to award the Bulk water Dispensing Station to Concrete Foundations, Inc. as submitted by sealed bids on December 2, 2025, in the amount of \$95,000.00, and to authorize the Town Manager or her designee to sign all of the necessary paperwork to complete this project.



December 2, 2025

Mr. C. J. Dean, Director of Municipal Services
Town of South Hill
211 S. Mecklenburg Avenue
South Hill, Virginia 23970

RE: CIRCLE DRIVE WATER DISPENSING STATION

Dear C. J.:

Three Bids on the above referenced project were received and tabulated by this office. The bidders were Concrete Foundations Inc.; H.G. Reynold Construction; and Smiley's Construction.

Based on our evaluations concerning Concrete Foundations Inc. ability to perform the work, we see no valid reason why the award should not be made. We, therefore, recommend that award be made to Concrete Foundations Inc. based on the Total Base Bid of \$95,000. We will be happy to discuss this award with you in detail if you so desire.

Enclosed are documents for you to formally award the above contract to Concrete Foundations Inc. upon approval from the Town. The Notice of Award should be signed, and one copy sent along with three sets of the Form of Agreement to Concrete Foundations Inc 9075 Rockford School Rd. Gretna, VA 24557. Please keep one copy of the signed Notice of Award for the Town's records and send one copy back to B & B for our records. ***Do NOT sign the Form of Agreement.*** Once the executed agreement is received from Concrete Foundations Inc. and it is deemed that everything is in order, then the Town will execute the agreement and issue a Notice to Proceed. Please feel free to give us a call if you have any questions.

Please feel free to give us a call if you have any questions.

Respectfully,

B & B CONSULTANTS, INC.

Freeman R. Jones, Jr., P.E.
Civil Engineer

FRJjr/lm

Enclosures

Agenda Item B

To: Mayor and Town Council
From: Director of Municipal Services
Date: December 15, 2025
Re: Parker Park Sewer Lift Station and Force Main

On December 2, 2025, the Town received sealed bids for the Parker Park Sewer Lift Station and Force Main. Smiley's Construction submitted the low bid for providing the labor and materials for the Parker Park Sewer Lift Station and Force Main per advertised Invitation for Bid. Bids are quantity priced to cover labor and materials, and installation of the new water lines.

The Bid received were as follows:

The Total Base Bid by Smiley's Construction was \$ 1,689,143.12
The Total Base Bid by H G Reynolds Construction was 1,750,302.00
The Total Base Bid by Concrete Foundations, Inc was 3,084,923.00

Recommended Motion:
I move to award the Parker Park sewer Lift Station and Force Main to Smiley's Construction as submitted by sealed bids on December 2, 2025, in the amount of \$ 1,689,143.12, and to authorize the Town Manager or her designee to sign all of the necessary paperwork to complete this project.



December 2, 2025

Mr. C. J. Dean, Director of Municipal Services
Town of South Hill
211 S. Mecklenburg Avenue
South Hill, Virginia 23970

RE: Parker Park Pump Station Improvements & Force Main Replacement

Dear C. J.:

Three Bids on the above referenced project were received and tabulated by this office, a copy of each is attached.

Bids on the above referenced project have been reviewed and tabulated by this office, our evaluation shows the low bidder to be Smiley's Construction. Based on our evaluation concerning Smiley's ability to perform the work, we see no valid reason why the award should not be made. We, therefore, recommend that award be made to Smiley's Construction based on the Total Base Bid of **\$1,689,143.12** (One million six hundred eighty-nine thousand one hundred forty-three and twelve/100 Dollars) . We will be happy to discuss this award with you in detail if you so desire.

Enclosed are documents for you to formally award the above contract to Smiley's Construction upon approval from the Town. The Notice of Award should be signed, and one copy sent along with three sets of the Form of Agreement, Performance Bond and Payment Bonds to Smiley's Construction 7881 Highway One South Hill, VA 23970. Please keep one copy of the signed Notice of Award for the Town's records and send one copy back to B & B for our records. ***Do NOT sign the Form of Agreement.*** Once the executed agreement, bonds and insurance are received from Smiley's Construction and it is deemed that everything is in order, then the Town will execute the agreement and issue a Notice to Proceed. Please feel free to give us a call if you have any questions.

Please feel free to give us a call if you have any questions.

Respectfully,

B & B CONSULTANTS, INC.

Freeman R. Jones, Jr., P.E.
Civil Engineer

FRJjr/lm

Enclosures

Reports to Accept as Presented

South Hill Town Council Meeting

December 15, 2025

1. Police Report
2. Municipal Services Report
3. Parks, Facilities, and Grounds Report
 - a. Facilities Reservation Calendar
4. Code Compliance Report
 - a. Monthly Report
 - b. Dilapidated Properties
5. Business Development Report
6. Human Resources Report



South Hill Police Department

103 S. Brunswick Avenue
South Hill, Virginia 23970



Police Report November 2025

Activity:

	Nov 25	Nov 24	Oct 25
• Traffic Stops	133	139	174
• Traffic Summons Issued	79	119	101
• DUI Arrests	3	6	2
• Reportable/Non-Reportable Vehicle Crashes	41	50	32

Criminal Reports:

○ Larcenies Reported	14	13	18
○ Larcenies Cleared	10	8	11
○ Assaults Reported	7	6	2
○ Assaults Cleared	7	5	1
○ Murders	0	0	0
○ Clear	0	0	0
○ Break Ins Reported	0	1	0
○ Break Ins Cleared	0	0	0
○ Rapes Reported	0	0	0
○ Rapes Cleared	0	0	0
○ Robberies (Attempts) Reported	0	0	0
○ Robberies Cleared	0	0	0
○ Arsons Reported	0	0	0
○ Arsons Cleared	0	0	0



434-447-3104

Service



Honor



434-955-2101

Pride

Dedication

○ All Other Reportable Offenses	21	26	35
○ All Other Reportable Offenses Cleared	16	16	19

	Nov 25	Nov 24	Oct 25
• Alarms	16	22	13
• Animal Complaints	4	12	5
• Disturbance Calls	4	42	17
• Police Escorts Business/Funeral	6	16	14
• 911 Hang Up Calls/Open Lines	18	16	16
• Vehicle Unlockings	29	0	35
• Vandalisms	4	4	2
• All Other Calls for Service	524	988	530
• Total Calls for Service	642	1100	632
• Property Reported Stolen	\$14817	\$6076	\$20661
• Property Recovered	\$10270	\$2580	\$9338

Miscellaneous:

• Court	34	46	38
• Training Hours	390	236	187
• Warrants Issued/Served	70	109	31
• Inoperative Vehicles Tagged	4	0	0
• Inoperative vehicles Tagged YTD	65	21	64

Administrative News

The following completed various trainings:

Lieutenant Chris Parrott – PELS

Sgt. Tyler Spillane – Security & Privacy online

All Officers completed Fall and Night Firearms Qualifications.

The department participated in Heroes Day at Tractor Supply and the Regional Job Fair and Community Resources by Penmac at the South Hill Exchange.

Agenda Item A

To: Mayor and Town Council
From: Director of Municipal Services
Date: December 15, 2025
Re: Municipal Services Projects

The Town crews have been collecting leaves and repairing water leaks. Also, the public works crews have been busy installing Christmas decorations and keeping the Exchange warehouse cleaned out for all of the events during November.

Several utility projects are under construction and will be for the next thirty days:

- Benton Street stormwater project, project is completed
- Northeast Waterline- Thompson Street/Alpine Lane to North Mecklenburg Avenue, Clearing of the Right of Way has begun.
- Whittle's Mill powerhouse removal, project was completed during November.
- Raleigh Avenue sewer extension- Easements Obtained, contractor, Coastal Utilities, Inc. should begin construction soon.

Continuing to acquire easements for projects:

- Alpine Thompson waterline Project- properties where easements could not be obtained have transitioned to the Court system.
- Plank Road sewer extension- in the attorney's office drafting easement deeds.
- Rt 58 Bypass water and sewer extension- attorney has delivered about half of the required easement documents. Attorney continuing to work on the remaining easement deeds.

This item is for Council information only. No action is required.

Agenda Item A

To: Mayor and Town Council
From: Parks/Facilities
Date: December 15, 2025
Re: Monthly Update

- The new concrete pad has been completed in Centennial Park for the permanent spot for the Town Christmas tree. All electrical outlets have been replaced or repaired throughout the pavilion area of Centennial Park and are up to code. More power was installed at the new pad to ensure plenty of power for the tree and lights for that section of the park. We also have concessions in place for future expansion within the park.
- Musco has delivered all the equipment for the lights at the basketball court. Installation will begin mid-January within a two to four week timeframe. This project should be completed by the end of February, weather permitting.
- The IT project in Town Hall will begin the end of January/ first of February. Everything is a go and all IT equipment will be upgraded and we will have plenty of potential for future expansion if it's necessary.
- The bid for Town Hall has been completed and will advertise soon, with all bids being in by January 12th. This is a total package bid to include the outside and inside within one bid. Once the bid is accepted we are optimistically looking at a 6 month turnaround time.
- The Parks crew have completed the landscaping in front of the Library as well as the roadside in front of Market Square. Landscaping includes stone, crepe myrtles, knockout roses, and hydrangeas. They have also started leaf removal at Oakwood Cemetery and this will continue throughout the month of December.
- Facilities crew will be repairing the street lights at Shalag Industry in the next week. All the poles were out on Montgomery Street and a main line was cut from a previous incident as well. The line has been repaired and the bulbs are here and ready to install. Much thanks to the SVFD for assisting us with use of their equipment to reach the lights.

This item is for Council information only. No action is required.

South Hill Facilities Reservation Record 2025

<u>DATE</u>	<u>GROUP</u>	<u>PURPOSE</u>	<u>ATTENDANCE</u>	<u>TIME</u>	<u>VENUE</u>
12/13/2025	SOUTH HILL VOLUNTEER FIRE DEPARTMENT				SOUTH HILL EXCHANGE
2/6/2026	CMH FOUNDATION - MAKAYLA BARNES	OYSTER FUNDRAISER SETUP		ALL DAY	SOUTH HILL EXCHANGE
2/7/2026	CMH FOUNDATION - MAKAYLA BARNES	OYSTER FUNDRAISER		2PM-6PM	SOUTH HILL EXCHANGE
2/21/2026	SOUTH HILL CHAMBER OF COMMERCE	TEAZE CONCERT		1PM-??	SOUTH HILL EXCHANGE
3/20/2026	FLOYD EDMONDS/MCCA	SETUP		ALL DAY	SOUTH HILL EXCHANGE
3/21/2026	FLOYD EDMONDS/MCCA	MCCA FUNDRAISER		ALL DAY	SOUTH HILL EXCHANGE
7/18/2026	NORTH VIEW BAPTIST CHURCH	FAMILY & FRIENDS DAY	150	ALL DAY	CENTENNIAL PAVILION
9/2/2026	WHITTLE GROVE BAPTIST CHURCH	CHURCH OUTING	75	ALL DAY	CENTENNIAL PAVILION

South Hill Facilities Reservation Record 2025

<u>DATE</u>	<u>GROUP</u>	<u>PURPOSE</u>	<u>TIME</u>	<u>VENUE</u>
12/5/2025	SOUTH HILL CHAMBER OF COMMERCE	HOMETOWN CHRISTMAS		MARKET SQUARE/PARKING LOT
12/6/2025	SOUTH HILL CHAMBER OF COMMERCE	HOMETOWN CHRISTMAS		MARKET SQUARE/PARKING LOT
12/7/2025	SOUTH HILL CHAMBER OF COMMERCE	HOMETOWN CHRISTMAS		MARKET SQUARE/PARKING LOT
12/19/2025	DESTINATION THERAPY	MASSAGES	9AM-5PM	MARKET SQUARE

PERMIT AND INSPECTION REPORT FOR : November 2025

	INSPECTIONS	PERMITS	FEEES
BUILDING	22	9	\$5,901.27
MECHANICAL	3	2	\$663.00
PLUMBING	12	3	\$561.00
ELECTRICAL	9	8	\$4,195.26
FIRE PROT	1	1	\$12,878.76
SIGN	1	1	\$387.60
LAND DIST	0	0	\$0.00
TOTALS	48	24	\$24,586.89

RECAP OF EXEMPT PERMITS:

TYPE OF PERMIT	\$ THIS MONTH	\$ YTD
UEZ	\$0.00	\$0.00
REHAB	\$0.00	\$825.87
GENERAL	\$123.42	\$3,524.03

WORK VALUE	\$7,251,437.00	\$215,207,636.21
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FYTD	Fees	\$479,209.70	Work Value	\$95,665,695.66
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NEW BUSINESSES IN TOWN OF SOUTH HILL

11/1/2025 –11/30/2025

No New Businesses in Town

Range: First to Last Issue Date Range: 11/01/25 to 11/30/25

**Indicates payment is in batch

Permit No	Issue Date	Insrt/Dc-Blk/Lot	Property Location	Alteration Cost	New Volume		BUILDING	ELECTRICAL	TOTAL
App Date	Owner Name		Work Type	Use Type	Additional Cost		FIRE	LAND DISTURB	MECHANICAL
Description of Work							PLUMBING	SIGN	
25-00154	11/12/25	078A24-A-001A	1431 COUNTRY LANE	33,000.00	0	PAID:	0.00	0.00	387.60
11/12/25	58 SOUTH HILL LLC		SIGN INSTALL	M	Mercantile	0.00	0.00	0.00	0.00
SIGN INSTALL FOR WAWA'S							0.00	387.60	
25-00269	11/10/25	097000-13-001	260 BUTTS ST	2,525,247.00	0	PAID:	0.00	0.00	12,878.76
10/08/25	MICROSOFT CORPORATION		FIRE ALARM	B	Business	0.00	12,878.76	0.00	0.00
Fire Alarm and VESDA system installatiin a data center							0.00	0.00	
25-00275	11/10/25	078A25-A-002	3 PEEBLES STREET	417,000.00	0	PAID:	0.00	2,126.70	2,126.70
10/20/25	STARGLORY INVESTMENT HOLDING LLC					0.00	0.00	0.00	0.00
Electrical reno to facilitate manufacturer moving in							0.00	0.00	
25-00279	11/05/25	078A24-A-001A	1431 COUNTRY LANE	225,000.00	0	PAID:	0.00	1,147.50	1,147.50
10/20/25	58 SOUTH HILL LLC			M	Mercantile	0.00	0.00	0.00	0.00
The proposed project is to develop a +6372 SF Wawa convenience store with fusales and its associated infrasturctur							0.00	0.00	
25-00280	11/07/25	078A24-A-001A	1431 COUNTRY LANE	100,000.00	0	PAID:	0.00	0.00	510.00
10/20/25	58 SOUTH HILL LLC		NEW COMMERCIAL	M	Mercantile	0.00	0.00	0.00	0.00
The proposed project is to develop a +6372 SF Wawa convenience store with fusales and is associated infrastructure							510.00	0.00	
25-00284	11/12/25	078A24-A-001A	1431 COUNTRY LANE	2,200,000.00	0	PAID:	974.92	0.00	974.92
10/23/25	58 SOUTH HILL LLC		NEW COMMERCIAL	M	Mercantile	0.00	0.00	0.00	0.00
Contruction of a 6372+/- SF Wawa convenience store with fuel sales and its assocaited infrastructure.							0.00	0.00	
25-00286	11/07/25	078A24-A-001A	1431 COUNTRY LANE	125,000.00	0	PAID:	0.00	0.00	637.50
10/24/25	58 SOUTH HILL LLC		GAS PACK	M	Mercantile	0.00	0.00	0.00	637.50
Install 3 gas heat RTU's for new Wawa'							0.00	0.00	
25-00292	11/04/25	078A12-A-187	509 NORTH MECKLENBURG AVENU	12,900.00	0	PAID:	86.19	0.00	86.19
10/29/25	HOPE ESTATES LLC		EXTERIOR REPAIR R-5		Res; 1 & 2 Family	0.00	0.00	0.00	0.00
Fix foundation from car damage							0.00	0.00	
25-00293	11/05/25	078A24-A-001A	1431 COUNTRY LANE	25,000.00	0	PAID:	0.00	127.50	127.50
10/29/25	58 SOUTH HILL LLC		ADDITION	U	Util & Misc; Acc & Misc Buildi	0.00	0.00	0.00	0.00
Fuel canopy and its associated infrastructure							0.00	0.00	

December 1, 2025
01:18 PM

TOWN OF SOUTH HILL
Permit Fee Report by Permit No

Page No: 2

Permit No	Issue Date	Insrt/Dc-Blk/Lot	Property Location	Alteration Cost	New Volume	BUILDING	ELECTRICAL	TOTAL
App Date	Owner Name		Work Type	Use Type	Additional Cost	FIRE	LAND DISTURB	MECHANICAL
Description of Work						PLUMBING	SIGN	
25-00294	11/12/25	078A24-A-001A	1431 COUNTRY LANE	450,000.00	0	PAID:	1,080.49	1,080.49
10/29/25	58 SOUTH HILL LLC		ADDITION	U	0.00	0.00	0.00	0.00
Fuel canopy and its associated infrastructure.				Util & Misc; Acc & Misc Buildi		0.00	0.00	
25-00295	11/04/25	078A17-05-005A	415 WEST MAIN STREET	258,200.00	0	WAIVED:	97.92	97.92
11/04/25	TOWN OF SOUTH HILL		NEW COMMERCIAL	U	0.00	0.00	0.00	0.00
Construct a salt shed and foundation				Util & Misc; Acc & Misc Buildi		0.00	0.00	
25-00296	11/04/25	078A12-41-A	704 NORTH LUNENBURG AVENUE	5,600.00	0	PAID:	0.00	28.56
11/04/25	HAWTHORNE JAMES H & HAWTHORNE KAROL		WIRING		0.00	0.00	0.00	0.00
Electrical for remodel						0.00	0.00	
25-00297	11/04/25	078A12-41-A	704 NORTH LUNENBURG AVENUE	4,200.00	0	PAID:	0.00	25.50
11/04/25	HAWTHORNE JAMES H & HAWTHORNE KAROL		PLUMBING REMOD		0.00	0.00	0.00	0.00
Plumbing for remodel						25.50	0.00	
25-00298	11/04/25	078A12-42-009-034	626 NORTH LUNENBURG AVENUE	2,000.00	0	PAID:	25.50	25.50
11/04/25	GRUTTEMAYER KEITH R & CRAWFORD MIC				0.00	0.00	0.00	0.00
Construct a closet in a bedroom						0.00	0.00	
25-00299	11/06/25	078A24-A-001A	1431 COUNTRY LANE	620,690.00	0	PAID:	3,185.92	3,185.92
11/05/25	58 SOUTH HILL LLC		UGRND TANK INST M	Mercantile	0.00	0.00	0.00	0.00
Install underground fuel tanks						0.00	0.00	
25-00300	11/12/25	078A12-A-186	513 NORTH MECKLENBURG AVENUE	50,000.00	0	PAID:	275.40	275.40
11/12/25	MISTRY, ISHVARLAL & MISTRY, HANSABEN		R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00
Remodel existing house. Structural repairs.						0.00	0.00	
25-00301	11/19/25	097000-A-023E	1430 GOODES FERRY ROAD	42,500.00	0	PAID:	237.15	237.15
11/12/25	ELLINGTON JENNIFER K & JEREMY R		INTERIOR REPAIR R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00
Remodel kitchen and construct office iexisting garage						0.00	0.00	
25-00302	11/12/25	078A15-A-007A	1256 PLANK ROAD	850.00	0	PAID:	0.00	25.50
11/12/25	OVERHOLT ALMO RAY & KATHERINE H		ELECTRICAL SERV R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00
Updating service to 200 amp						0.00	0.00	
25-00303	11/19/25	097000-A-023E	1430 GOODES FERRY ROAD	2,500.00	0	PAID:	0.00	25.50
11/12/25	ELLINGTON JENNIFER K & JEREMY R		WIRING		0.00	0.00	0.00	0.00

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TOWN OF SOUTH HILL
Permit Fee Report by Permit No

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Permit No	Issue Date	Insrt/Dc-Blk/Lot	Property Location	Alteration Cost	New Volume		BUILDING	ELECTRICAL	TOTAL
App Date	Owner Name		Work Type	Use Type		Additional Cost	FIRE	LAND DISTURB	MECHANICAL
Description of Work							PLUMBING	SIGN	
Electrical for remodel							0.00	0.00	
25-00304	11/13/25	078A24-A-001A	1431 COUNTRY LANE	2,500.00	0	PAID:	0.00	0.00	25.50
11/12/25	58 SOUTH HILL LLC		GAS LINE	M	Mercantile	0.00	0.00	0.00	25.50
Gas piping to connect the appliance to the gas meter							0.00	0.00	
25-00306	11/18/25	078A24-A-001A	1431 COUNTRY LANE	140,000.00	0	PAID:	0.00	714.00	714.00
11/17/25	58 SOUTH HILL LLC		WIRING	M	Mercantile	0.00	0.00	0.00	0.00
Installing a 1200 amp 480V service to feed (4) 400kw DC EV chargers							0.00	0.00	
25-00307	11/17/25	078A12-A-131	306 WEST HIGH STREET	3,000.00	0	PAID:	35.70	0.00	35.70
11/17/25	KIDD STACEY M		DECK ADDITION			0.00	0.00	0.00	0.00
Adding deck on detached garage w/ patio under							0.00	0.00	
25-00308	11/20/25	078A17-34-001	225 EAST DANVILLE STREET	3,750.00	0	WAIVED:	0.00	25.50	25.50
11/20/25	TOWN OF SOUTH HILL		WIRING			0.00	0.00	0.00	0.00
SUBPANEL BEHIND AMPHITHEATER							0.00	0.00	
25-00311	11/25/25	078A12-A-211	622 NORTH BRUNSWICK AVENUE	2,500.00	0	PAID:	0.00	0.00	25.50
11/25/25	NOVAK LISA & NOVAK ROBERT		WATSEW LATERALS R-5	Res; 1 & 2 Family		0.00	0.00	0.00	0.00
REPLACE SEWER LINE							25.50	0.00	

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TOWN OF SOUTH HILL
Permit Fee Report by Permit No

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Permit No	Issue Date	Insrt/Dc-Blk/Lot	Property Location	Alteration Cost	New Volume	BUILDING	ELECTRICAL	TOTAL
App Date	Owner Name		Work Type		Additional Cost	FIRE	LAND DISTURB	MECHANICAL
Description of Work			Use Type			PLUMBING	SIGN	
Grand Totals:				7,251,437.00	0	PAID:	5,901.27	24,586.89
						0.00	12,878.76	663.00
							561.00	
							387.60	
						WAIVED:	97.92	123.42
							0.00	0.00
							0.00	0.00
						PERMIT COUNT:	9	24
							1	2
							3	

*NOTE: This report contains only PAID & WAIVED fees.

Range: First to Last Activity Date Range: 11/01/25 to 11/30/25				Range of Building Codes: First to Last			
Activity Type Range: First to Last							
Application Id	Insrt/Dc-Blk/Lot	Inspector	Property Location	Owner Name	Phone	Permit No	
Building Code	Activity Type		Date Start Time End Time	Actual Time Status			
6186 BUILDING	078A13-A-042 FINAL INSPECTIO		674 LOMBARDY ST 11/14/25	Cook, RODNEY EUGENE PASS		24-00358	
6261 SIGN	078A25-01-A FOOTING INS		1145 EAST ATLANTIC STREET 11/18/25	30AIP SOUTH HILL, LLC PASS		25-00063	
6275 BUILDING	098000-A-005B FINAL INSPECTIO		860 COUNTRY LN. 11/21/25	FREEMAN COMPANIES, LLC PASS		25-00077	
6278 BUILDING BUILDING	078A25-01-A ELE-METER BASE PLB ROUGH IN		1145 EAST ATLANTIC STREET 11/03/25 11/10/25	30AIP SOUTH HILL, LLC PASS PASS		25-00080	
6292 BUILDING	078A06-18-020 POOL BONDING		828 BELMONT STREET 11/12/25	TANNER STEVEN K & MICHELLE G PASS		25-00094	
6311 BUILDING	078A06-19-008 INSULATION INS		123 HOLLYDALE LANE 11/05/25	GASKINS ANTHONY AND EMELITA GASKINS PASS		25-00113	
6313 FIRE	078A08-A-007 FINAL INSPECTIO		1877 NORTH MECKLENBURG AVENU 11/17/25	VQC INC PASS		25-00115	
6318 BUILDING	078A08-07-002 SLAB INS		210 TUNSTALL ROAD 11/18/25	MICROSOFT CORPORATION PASS		25-00119	
6325 PLUMBING	078A12-A-187 PLB ROUGH IN		509 NORTH MECKLENBURG AVENU 11/05/25	HOPE ESTATES LLC PASS		25-00126	
6333 ELECTRICAL	098000-A-005B ELEC FINAL		860 COUNTRY LN. 11/21/25	FREEMAN COMPANIES, LLC PASS		25-00134	
6336 PLUMBING	098000-A-005B PLB FINAL		860 COUNTRY LN. 11/21/25	FREEMAN COMPANIES, LLC PASS		25-00137	
6338 MECHANICAL	098000-A-005B FINAL INSPECTIO		860 COUNTRY LN. 11/21/25	FREEMAN COMPANIES, LLC PASS		25-00139	

Application Id Building Code	Insrt/Dc-Blk/Lot Activity Type	Inspector	Property Location Date	Start Time	End Time	Owner Name Actual Time	Status	Phone	Permit No
6356 BUILDING BUILDING BUILDING BUILDING	078A08-07-002 FOUNDATION INS SLAB INS FOOTING INS FOOTING INS		210 TUNSTALL ROAD	11/04/25 11/04/25 11/05/25 11/06/25		MICROSOFT CORPORATION PASS PASS PASS PASS			25-00157
6362 PLUMBING PLUMBING PLUMBING PLUMBING PLUMBING PLUMBING	078A08-07-002 PLB ROUGH IN PLB ROUGH IN PLB ROUGH IN PLB ROUGH IN PLB ROUGH IN PLB ROUGH IN		210 TUNSTALL ROAD	11/04/25 11/04/25 11/04/25 11/04/25 11/20/25 11/26/25		MICROSOFT CORPORATION PASS PASS PASS PASS PASS PASS			25-00163
6372 BUILDING	078A12-41-A INSULATION INS		704 NORTH LUNENBURG AVENUE	11/21/25		HAWTHORNE JAMES H & HAWTHORNE KAROL PASS			25-00173
6373 PLUMBING	078A12-41-A PLB ROUGH IN		704 NORTH LUNENBURG AVENUE	11/19/25		HAWTHORNE JAMES H & HAWTHORNE KAROL PASS			25-00174
6374 ELECTRICAL	078A12-41-A ELE ROUGH IN		704 NORTH LUNENBURG AVENUE	11/19/25		HAWTHORNE JAMES H & HAWTHORNE KAROL PASS			25-00175
6395 BUILDING	078A15-05-2 FRAMING INS		1122 PLANK RD	11/17/25		SOUTHSIDE OUTREACH GROUP, INC PASS			25-00196
6429 BUILDING	078A23-01-007 FINAL INSPECTIO		1013 SYCAMORE STREET	11/26/25		SIMMONS REBECCA T PASS			25-00230
6430 ELECTRICAL	078A23-01-007 FINAL INSPECTIO		1013 SYCAMORE STREET	11/26/25		SIMMONS REBECCA T PASS			25-00231
6431 MECHANICAL	078A23-01-007 FINAL INSPECTIO		1013 SYCAMORE STREET	11/26/25		SIMMONS REBECCA T PASS			25-00232
6441 BUILDING	078A18-02-085 FINAL INSPECTIO		405 WINDSOR STREET	11/19/25		JEFFREYS KATHY L PASS			25-00242

Application Id Building Code	Insrt/Dc-Blk/Lot Activity Type	Inspector	Property Location Date	Start Time	End Time	Owner Name Actual Time	Status	Phone	Permit No
6442 ELECTRICAL	078A18-02-085 ELEC FINAL		405 WINDSOR STREET 11/19/25			JEFFREYS KATHY L PASS			25-00243
6443 PLUMBING	078A18-02-085 PLB FINAL		405 WINDSOR STREET 11/19/25			JEFFREYS KATHY L PASS			25-00244
6451 BUILDING	096000-12-002 FINAL INSPECTIO		1844 PLANK ROAD 11/19/25			WEMPLE PAUL & WEMPLE ROBYN PASS			25-00251
6452 ELECTRICAL ELECTRICAL	096000-12-002 ELE ROUGH IN ELEC FINAL		1844 PLANK ROAD 11/18/25 11/19/25			WEMPLE PAUL & WEMPLE ROBYN PASS PASS			25-00252
6458 BUILDING	078A17-18-001 FINAL INSPECTIO		504 GOODES FERRY ROAD 11/19/25			SHAHER JOEL T & MINDY S PASS			25-00258
6465 BUILDING	078A17-18-001 FINAL INSPECTIO		504 GOODES FERRY ROAD 11/19/25			SHAHER JOEL T & MINDY S PASS			25-00265
6474 MECHANICAL	078A13-A-042 FINAL INSPECTIO		680 LOMBARDY ST 11/07/25			INVESTMENT ASSOCIATES INC PASS			25-00274
6475 ELECTRICAL	078A25-A-002 ELE ROUGH IN		3 PEEBLES STREET 11/18/25			STARGLORY INVESTMENT HOLDING LLC PASS			25-00275
6480 PLUMBING	078A24-A-001A PLB ROUGH IN		1431 COUNTRY LANE 11/21/25			58 SOUTH HILL LLC PASS			25-00280
6489 BUILDING	078A17-18-001 FINAL INSPECTIO		504 GOODES FERRY ROAD 11/19/25			SHAHER JOEL T & MINDY S PASS			25-00289
6491 BUILDING	078A11-26-003 FOOTING INS		443 RALEIGH AVE 11/21/25			ROCK RIVER INC PASS			25-00291
6492 BUILDING	078A12-A-187 FINAL INSPECTIO		509 NORTH MECKLENBURG AVENU 11/07/25			HOPE ESTATES LLC PASS			25-00292
6499 BUILDING	078A24-A-001A UNDERGROUND TAN		1431 COUNTRY LANE 11/24/25			58 SOUTH HILL LLC PASS			25-00299

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TOWN OF SOUTH HILL
Permit Activity Report by Application Id

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Application Id Building Code	Insrt/Dc-Blk/Lot Activity Type	Inspector	Property Location Date	Start Time	End Time	Owner Name Actual Time	Status	Phone	Permit No
6502 ELECTRICAL	078A15-A-007A FINAL INSPECTIO		1256 PLANK ROAD 11/13/25			OVERHOLT ALMO RAY & KATHERINE H PASS			25-00302
6508 ELECTRICAL	078A17-34-001 ELEC FINAL		225 EAST DANVILLE STREET 11/20/25			TOWN OF SOUTH HILL PASS			25-00308
6511 PLUMBING	078A12-A-211 FINAL INSPECTIO		622 NORTH BRUNSWICK AVENUE 11/24/25			NOVAK LISA & NOVAK ROBERT PASS			25-00311

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TOWN OF SOUTH HILL
Permit Activity Report by Application Id

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Application Id	Insrt/Dc-Blk/Lot	Inspector	Property Location		Owner Name		Phone	Permit No
Building Code	Activity Type		Date	Start Time	End Time	Actual Time		

Activity Type Totals:

ELE ROUGH IN:	3	ELE-METER BASE:	1	ELEC FINAL:	4	FINAL INSPECTIO:	16	FOOTING INS:	4
FOUNDATION INS:	1	FRAMING INS:	1	INSULATION INS:	2	PLB FINAL:	2	PLB ROUGH IN:	10
POOL BONDING:	1	SLAB INS:	2	UNDERGROUND TAN:	1				

Building Code Totals:

BUILDING:	22	ELECTRICAL:	9	FIRE:	1	MECHANICAL:	3	PLUMBING:	12
SIGN:	1								

Total Activities: 48 Total Permits: 38

Inspector Totals:

None: 48

Completed Dilapidated Properties

Program Start Date: 4-16-2016

<i>Address</i>	<i>Owner</i>	<i>Notes</i>
412 South Hill Avenue	Twanda Feggins Walker	House removed/Lot cleared
207 North Mecklenburg Avenue	Debra Jeffries	House removed/Lot cleared
304 North Lunenburg Avenue	Charles Crowder/Joanne Bacon	Singlewide removed/Lot cleared
115 Coleman Lane	Stanley T Baskerville	House removed/Lot cleared
215 Dortch Lane	Roger & Patsy Poythress	House painted
1109 Halifax Street	Ola M Holmes Life Est	House removed/Lot cleared
1108 Halifax Street	Earnestine Hart	House removed/Lot cleared
209 East Atlantic Street	Judith Stanley	House painted
106 North Matthews Street	W O Hines	House removed/Lot cleared
635 West Virginia Street	G Rowley & Mary E Ferguson	House removed/Lot cleared
510 Ridgewood Avenue	Allen Lambert & Others	House repaired/Lot cleaned
103 East Third Street	Sam Allen	House repaired
802 West Atlantic Street	William Wills	House repaired
505 East Atlantic Street	Virginia Triplette	Lot cleaned
205 East Atlantic Street	Judith Stanley	House painted
209 East Atlantic Street	Judith Stanley	House repaired/ painted
132 Bedford Street	Jose Martinez	House removed
1106 Goodes Ferry Road	David Williams	Lot cleaned
1228 Halifax Street	Ronald Valentine	Singlewide removed
111 South Mecklenburg Avenue	Gwendolyn Williams	Work completed
307 Moseley Lane	Jeremiah Perry	Lot cleaned

Completed Dilapidated Properties

Program Start Date: 4-16-2016

513 North Mecklenburg Avenue	Melvin Crutchfield	House painted
110 South Main Street	George Brown	Building removed
114 North Matthews Street	Herbert Newman	Building removed
515 Meadow Street	Timothy Cooke	Work complete
305 Windsor Street	Herman Connell	House removed
1200 Halifax Street	Dorothy Talley	House removed
103 West Third Street	Sam Allen	House repaired
101 West Third Street	Sam Allen	House repaired
128 South Mecklenburg Avenue	Jimmy Martin	Building repaired
132 Bedford Street	Jose Martinez	Garage repaired
122 Clay Street	GTC Properties	Lot cleaned and cut
302 West High Street	Elleana Fielding	Lot cleaned and cut
935 West Atlantic Street	Shirley Williams	Property cleaned
115 Clay Street	Walter McClenney	Property cleaned
660 Lombardy Street	Joe Cappaert	Singlewide removed
117 Clay Street	Larry Cook	Lot cleaned
507 Moseley Lane	Leroy Cook	Lot cleaned
923 West Atlantic Street	Tammy Ochodnick	House repaired
510 Moseley Lane	Barry Ashworth	Lot cleaned
609 West Danville Street	Charles Lynn	Building painted
227 Circle Drive	Circle Drive LLC	House removed

Completed Dilapidated Properties

Program Start Date: 4-16-2016

154 Buena Vista Circle	Daniel Hightower	House repaired
422 East Atlantic Street	Kenneth Evans	Overgrowth removed
806 West Virginia Street	Kuy Kelly	House removed
210 Park Lane	Jon Taylor	House painted
112 Center Lane	Alex Graham	Building painted
418 Old Highway Fifty-eight	Willie Smith	House removed
911 East Atlantic Street	Bobby Shah	Lot cleaned
930 West Danville Street	Delores Taylor	House removed
932 West Danville Street	Barbara Jefferson	House removed
906 Plank Road	Ivory Joyner	House painted
118 South Lunenburg Avenue	Loretta Avent	Building repaired and painted
208 Pennington Street	Brent Richey	Repairs complete
114 C Clay Street	Michael Robinson	Trailer removed
1179 Country Lane	Alfred Bracey	House removed
201 East Atlantic Street	Francis Clark	House painted
112 East Atlantic Street	William Robbins	House removed
403 North Mecklenburg Avenue	William Wills	House painted
109 East Third Street	Sam Allen	House repaired
101 East Third Street	Sam Allen	House repaired and painted
706 Brooke Avenue	Sam Allen	House repaired and painted
103 East Third Street	Sam Allen	House repaired and painted

Completed Dilapidated Properties

Program Start Date: 4-16-2016

506 Moseley Lane	F. Holden	House removed
609 Grazier Street	M. Shearin	House removed
117 Clay Street	L. Cooke	Repairs complete
302 W. High Street	Stepping Stones Properties, LLC	Repairs complete
704 Brook Avenue	S. Allen	Repairs Complete
202 North Brunswick	Oscar Cruz	trash removed
101 West Second Street	S. Soyars	Repairs Complete
419 East Atlantic	T. Stanley	Repairs Complete
Corner of Dortch & Main	Butts	Repairs Complete
704 Brooke	S. Allen	Repairs Complete
505 North Mecklenburg	L. Ogburn	Repairs Complete
617 North Mecklenburg	Kumar	Repairs Complete
103 South Mecklenburg	Jenkins	Repairs Complete
108 East 1st Street	Windy Hills	Repairs Complete
110 East 1st Street	Windy Hills	Repairs Complete
112 East 1st Street	Windy Hills	Repairs complete
112 Raleigh Ave	B. Pearce	Repairs Complete
500 West Danville	B&P Enterprises LLC.	Repairs Complete
501 West Danville	Crop Production Services LLC	Repairs Complete
639 West Virginia Avenue	Dortch/Rudolph	Repairs Complete
502 North Mecklenburg	Moore	Repairs complete
212 North Mecklenburg	Crowder	Repairs Complete
101 West 2nd	Soyars	Repairs Complete

Completed Dilapidated Properties

Program Start Date: 4-16-2016

609 West Atlantic	Bellewood LLC	Repairs complete
514 Pleasant Street	KC&J Properties	Repairs complete
603 Franklin Street	Exit Reality	Repairs complete
1248 West Danville	Thomas	Repairs complete
605 Franklin Street	Exit Realty	Repairs complete
728 North Mecklenburg	Janson	Repairs complete
702 North Mecklenburg	Taylor	Repairs complete
410 East Ferrell	Taylor	House demolished
508 Brook Avenue	Brown	Repairs complete
642 Northington	Jones	Repairs complete
125 Clay Street	Maddux	Repairs complete
509 Franklin	Exit Reality	Repairs complete
Fox Run Apartments	South Hill Associates LLC	Repairs complete
810 West Main	Rose Walker	Repairs complete
505 Franklin	Hayes	Repairs complete
113 East Pine	Windy Hills	To be demolished
115 East Pine	Windy Hills	To be demolished
119 East Pine	Windy Hills	To be demolished
915 West Danville	Maitland	Repairs complete
402 South Hill Ave	Windy Hills	Repairs complete
800 Goodes Ferry	S & S Mecklenburg LLC	Repair Complete
516 East Atlantic	Windy Hills	Repair Complete
518 East Atlantic	Windy Hills	Repair complete

Completed Dilapidated Properties

Program Start Date: 4-16-2016

410 West Atlantic	Powell	Repair complete
621 Northington	Conner	Repair complete
410 Circle Drive	Newmart	Repairs Complete
702 Brook Ave	Allen	Repairs Complete
704 Brook Ave	Allen	Repairs Complete
703 Robertson	Allen	Repairs Complete
705 Robertson	Allen	Repairs Complete
109 East 3rd	Allen	Repairs Complete
107 East 3rd	Allen	Repairs Complete
112 Windsor Street	Windy Hills	Repairs Complete
617 West Danville	Luddy	Repairs Complete
225 Circle Drive	Circle Drive LLC	Repairs Complete
110 Windsor Street	Windy Hill	Repairs Complete
107 NORTH WEST	ELDAGBEAR LLC	Repairs Complete
719 East Ferrell	South Hill Partners LLC	Repairs Complete
409 South Hill Ave	Feggins Funeral Home Inc.	Repairs Complete
120 A/B Matthews	AAR Investments	Repairs Complete
607 Franklin	B. Champlain	Repairs Complete
704 Goodes Ferry	K. Bugg	Repairs Complete
607 Franklin	B. Champlain	Repairs Complete
<i>106 East Virginia</i>	<i>S & M Townes</i>	<i>Repairs Complete</i>
<i>808 Virginia Ave</i>	<i>K. Kelly</i>	<i>Repairs Complete</i>

Completed Dilapidated Properties

Program Start Date: 4-16-2016

<i>507 North Mecklenburg</i>	<i>Crutchfield</i>	<i>Repairs Complete</i>
<i>911 East Atlantic</i>	<i>South Hill Hotel LLC</i>	<i>Repairs Complete</i>
<i>701 Forest Lane</i>	<i>Duffer</i>	<i>Repairs Complete</i>
<i>911 East Atlantic</i>	<i>South Hill Hotel LLC</i>	<i>Repairs Complete</i>
<i>513 North Mecklenburg</i>	<i>Crutchfield</i>	<i>Repairs Complete</i>
<i>103 North West</i>	<i>Eldagbear LLC</i>	<i>Repairs Complete</i>
<i>210 Park Lane</i>	<i>Taylor</i>	<i>Repairs Complete</i>
<i>881 Powell Drive</i>	<i>Cig 48 Pinewood LLC</i>	<i>Repairs Complete</i>
<i>110 North Mecklenburg</i>	<i>Brown Home Rentals</i>	<i>Repairs Complete</i>
<i>509 North Mecklenburg</i>	<i>Hope Estates LLC</i>	<i>Repairs Complete</i>

DILAPIDATED PROPERTY LISTING

ADDRESS	OWNER	DESCRIPTION	LAST CONTACT	FOLLOW UP	VACANT (Y/N)	RENTER OR OWNER OCCUPIED
416 North Mecklenburg Avenue	House/Smith	Rot, peeling paint, damaged rain gutters	10/2025	12/2025	NO	OWNER OCCUPIED
1287 West Danville Street	R. Thomas	Roof, chimney, rotting woodwork, foundation masonry	10/2025	01/2026	YES	IN COURT
202 Windsor Street	D. Helms	Fascia, porch ceiling, porch columns	07/2025	12/2025	NO	OWNER OCCUPIED
416 Fairview Avenue	R. & A. Soyars	Overgrowth, carport, trash/debris	10/2025	01/2026	NO	RENTAL
701 Virginia Street	Revis	Rot in fascia and windows	10/2025	01/2026	YES	DECEASED OWNER NO WILL
104 East Virginia Street	S. & M. Townes	Rot in fascia and windows, broken windows, fallen gutters	10/2025	12/2025	YES	RENTAL
326 West Atlantic Street	W. Hines; SOLD	Collapsed roof, siding, fascia, rake boards, door & window woodwork	10/2025	12/2025	YES	FOR SALE
904 West Main Street	A. Harris & Others	Rot in porch, fascia and windows. Roof issues.	10/2025	12/2025	YES	RENTAL
228 Clay Street	C. Purcell	Rot in porch, fascia and windows, broken windows, missing siding	10/2025	12/2025	YES	RENTAL
211 East Atlantic Street	P. Duffer	Painting windows/scraping paint	10/2025	12/2025	YES	RENTAL
400 Goodes Ferry Road	P. Duffer	Rot in fascia and windows, peeling paint	10/2025	12/2025	NO	OWNER OCCUPIED
402 Goodes Ferry Road	P. Duffer	Rot in fascia and windows, peeling paint	10/2025	12/2025	YES	RENTAL
315 West Danville Street	P. Duffer	Building posted as unsafe	10/2025	12/2025	YES	RENTAL
1214 Plank Road	P. Duffer/Lake Gaston Soccer Association, Inc.	Rot, front porch foundation, roof, unstable structure	10/2025	12/2025	YES	RENTAL
901 Goodes Ferry Road	W. Rook	Siding and paint, roof, fascia, rake board, chimney	10/2025	01/2026	YES	RENTAL
510 Moseley Lane	B. Ashworth; sold	Over grown lot, peeling paint, broken windows, wood rot	10/2025	12/2025	NO	OWNER OCCUPIED
704 Robertson Street	S. Allen	Peeling paint, rot in fascia and windows	10/2025	01/2026	NO	RENTAL
706 Robertson Street	S. Allen	Peeling paint, rot in fascia and windows	10/2025	01/2026	NO	RENTAL
103 West Third Street	S. Allen	Peeling paint, rot in fascia and windows	10/2025	01/2026	NO	RENTAL
101 West Third Street	S. Allen	Peeling paint, rot in fascia and windows	10/2025	01/2026	NO	RENTAL
110 East Third Street	S. Allen	Peeling paint, rot in fascia and windows	10/2025	01/2026	YES	RENTAL
108/110 East Second Street	S. Allen	Peeling paint, rot in fascia and windows	10/2025	01/2026	NO	RENTAL
106 East Second Street	S. Allen	Peeling paint, rot in fascia and windows	10/2025	01/2026	NO	RENTAL
456 Old Hwy 58	W. Thomas	Roof, rot and paint, overgrowth	10/2025	01/2026	YES	MULTIPLE HEIR
212 Windsor Street	B. Jeffries	Overgrowth, trash and debris, porsh, trim and shutters	08/2025	12/2025	YES	RENTAL
509 Pleasant Street	M. Schooler; foreclosure	Tarp on roof, rot in fascia and windows, peeling paint	10/2025	01/2026	YES	RENTAL
1225 Plank Road	P. Duffer	Broken windows, wood rot, porch damage, roof issues, peeling paint	10/2025	12/2025	YES	RENTAL
1217 Plank Road	P. Duffer	Broken windows, peeling paint	10/2025	12/2025	YES	RENTAL
1003 Plank Road	Plank Property, LLC	Peeling paint	10/2025	01/2026	NO	NEWMART BUILDERS
703 North Mecklenburg Avenue	Rainey	Peeling paint	10/2025	12/2025	NO	OWNER OCCUPIED
909 Plank Road	Windy Hills Property; J. Hayes	Peeling paint	10/2025	01/2026	YES	RENTAL WAREHOUSE
800 Goodes Ferry	S&S Mecklenburg	rusty water tanks, collapsed roof on out buildings	10/2025	12/2025	NO	OLD BGF BUILDING
209 East Atlantic	J. Stanley	Rotten wood, peeling paint	10/2025	12/2025	NO	RENTAL
1524 West Danville	J. Stanley	Rotten wood, peeling paint, broken windows	10/2025	12/2025	YES	COMMERCIAL BUILDING
804 Plank Road	AMN Rentals	Broken windows, peeling paint, rotten wood	10/2025	01/2026	NO	RENTAL
914 West Main	W. Tisdale	Peeling paint, rotten wood	10/2025	12/2025	NO	OWNER OCCUPIED
808A West Main	R. Walker	Peeling paint, rotten wood	09/2025	12/2025	NO	OWNER OCCUPIED
817 West Danville	Intrepid Ventures LLC	Peeling paint, rotten wood	07/2025	12/2025	NO	PATIENT TRANSPORT
625 West Danville	M. Luddy	Paint, open brick	10/2025	01/2026	NO	OWNER OCCUPIED
128 South Mecklenburg	J. Martin	Gutters, paint, Structural Repair	10/2025	02/2026	NO	MARTIN COLLECTION
126 West Main	M. Brown	Peeling paint	10/2025	02/2026	NO	BROWN'S AUTOMOTIVE
404 West Danville	P. Duffer	Structural repair, peeling paint, rust	10/2025	02/2026	NO	OWNER OCCUPIED
As of November 2025						

DILAPIDATED PROPERTY LISTING

ADDRESS	OWNER	DESCRIPTION	LAST CONTACT	FOLLOW UP	VACANT (Y/N)	RENTER OR OWNER OCCUPIED
SECTION 106 UNSAFE STRUCTURES OR STRUCTURES UNFIT FOR HUMAN OCCUPANCY						
106.3.1 Vacating unsafe structure. If the code official determines there is actual and immediate danger to the occupants or public, or when life is endangered by the occupancy of an unsafe structure, the code official shall be authorized to order the occupants to immediately vacate the unsafe structure.						

Agenda Item A

To: Mayor and Town Council
From: Business Development Manager Date:
December 15, 2025
Re: Monthly Update

- The business incentives remain steady as we received three more applications in November. I am working with several prospective businesses looking at the downtown area.
- We have wrapped up all vendors and attractions for Hometown Christmas. The events will be held in Centennial Park this year to avoid street closures and interruption to traffic. We also worked with the farmers market to move its Christmas market into the Exchange building due to pending weather on December 6.
- I am continuing to work with Retail Strategies on prospective retailers and restaurants. I have set over additional properties and infrastructure information to be shared.
- The grant application for VBAF, \$500,000 was submitted. We are waiting for approval from Brownfield.

This item is for Council information only. No action is required.

Agenda Item A

To: Mayor and Town Council
From: Human Resources Manager
Date: November 21, 2025
Re: HR Report for December

HR UPDATES:

The Town's safety committee recently completed a walk-through of all department facilities to prepare for an upcoming mock Virginia Occupational Safety & Health (VOSH) inspection. The purpose was to review safety standards, especially those that VOSH most often cites during inspections. Minor recommendations were identified and shared with each department head.

The committee continues to receive valuable guidance and resources from our risk assessment partners at the Virginia Risk Sharing Association (VRSA) and from VOSH to help us stay ready for both scheduled and unscheduled inspections.

After the holidays, the committee will follow up with each department to make sure all safety standards are current and that everyone is prepared for the mock inspection.

EMPLOYMENT NEWS:

After more than 27 years of dedicated service, the Town of South Hill proudly recognizes and celebrates Tony Solomon, who will retire in January. Tony began his career in law enforcement in June 1996, when he was hired by the Virginia Department of Corrections at the Lunenburg Correctional Center in Victoria, Virginia. In November 1998, Tony joined the South Hill Police Department as a patrol officer, where he has proudly served for more than 27 years.

Throughout his career, Tony has received extensive training, starting with the basic academy and continuing through specialized courses in alcohol, drug, and gang enforcement. In recent years, Tony expanded his leadership skills through First Line Supervisor Training, the Institute for Leadership in Changing Times (sponsored by the Virginia Association of Chiefs of Police Foundation), and several FBI-LEEDA programs—Command Leadership, Supervisor Leadership, and Executive Leadership. Tony was the first South Hill officer to complete the full FBI-LEEDA Trilogy Series.

Tony is certified by the Commonwealth of Virginia as a General Instructor, Defensive Tactics Instructor, Radar/Lidar Instructor, ASHI First Aid/CPR Instructor, and Field Training Officer. He is also certified through private enterprise to teach ASP baton and Taser. Tony has provided instruction both within the department and at the police academy in Lynchburg and remains certified in all of these areas.

In addition to his law enforcement service, Tony dedicated many years to volunteer firefighting. He served with the Buckhorn Volunteer Fire Department from 1992–2005, then joined the South Hill Volunteer Fire Department in 2005, remaining active until 2018. During that time, he earned certifications in Firefighter I and II, Hazardous Materials operations, and Emergency Vehicle Operations I, II, and III.

Tony's commitment to public safety has been recognized many times throughout his career as he advanced from Officer to Corporal, Sergeant, and ultimately Lieutenant. His awards and honors include:

- **Two-time Officer of the Year**, South Hill Police Department
- **Three Life Saving Awards**, South Hill Police Department
- **Medal of Valor**, South Hill Police Department
- **Supervisor of the Year**, South Hill Police Department
- **VFW Post 79 Medal of Valor**
- **Two-time Officer of the Year**, VFW Post 79
- **VASAP Recognition** for DUI Enforcement
- **WoodmenLife Caring for Others Award**

Tony's decades of service, leadership, and dedication have left a lasting impact on the South Hill Police Department and the community he has served so faithfully. As Tony enters this well-earned new chapter of life, we extend our deepest gratitude for his decades of commitment and service to the Town.

Please join us in congratulating Tony Solomon on his retirement and in wishing him health, happiness, and plenty of relaxation in the years ahead!

Congratulations, Tony — and thank you for 27 remarkable years of service!

Position Openings:

The Town is currently recruiting for the following positions:

Maintenance Operator, Parks & Recreation
Maintenance Operator, Streets – Public Works
Wastewater Treatment Plant Trainee, WWTP

MEMO

To: South Hill Town Council

From: Mayor Mike Moody

Date: December 15, 2025

Re: Appointments

COMMUNITY DEVELOPMENT ASSOCIATION *Motion to approve appointment.*

LJ Dornak's term on the Community Development Association ends on December 31, 2025. Mr. Dornak has decided not to serve again and Ashley Lipscomb has agreed to serve a 4-year term beginning January 1, 2026 and ending December 31, 2029.

Tammy Manning's term on the Community Development Association ends on December 31, 2025. Mrs. Manning has decided not to serve again and Deborah Gosney has agreed to serve a 4-year term beginning January 1, 2026 and ending December 31, 2029.

INDUSTRIAL DEVELOPMENT AUTHORITY *Motion to approve appointment.*

Tyler Howerton has resigned from the Industrial Development Authority. Alyssa Harper-Hayes has agreed to serve a 4-year term beginning January 1, 2026 and ending December 31, 2029.

SOUTHSIDE PLANNING DISTRICT COMMISSION *Motion to approve appointment.*

Kim Callis's term on the Southside Planning District Commission ends on December 31, 2025. Mr. Callis has decided not to serve again and Keli Reekes has agreed to serve a 4-year term beginning January 1, 2026 and ending December 31, 2029.

ROANOKE RIVER RAILS TO TRAILS, INC. *Motion to approve appointment.*

CJ Dean's annual term on the Roanoke River Rails-To-Trails ends on December 31, 2025. Mr. Dean has been contacted and agrees to serve another annual term beginning January 1, 2026 and ending December 31, 2026.

PLANNING COMMISSION *Motion to approve appointment.*

Tammy Manning's term on the South Hill Planning Commission expires December 31, 2025. Mrs. Manning has been contacted and agrees to serve another four-year term beginning January 1, 2026 and ending December 31, 2029.

Mike Sparkman's term on the South Hill Planning Commission expires December 31, 2025. Mr. Sparkman has been contacted and agrees to serve another four-year term beginning January 1, 2026 and ending December 31, 2029.

Please let me know if you have any objections to the above recommendations or if you have other nominations in mind. Action will be taken at the December 15, 2025 Town Council meeting.