



**SOUTH HILL TOWN COUNCIL
REGULAR MEETING AGENDA
MONDAY, FEBRUARY 9, 2026, 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 – February 9, 2026
- III. Special Presentation: Founders’ Day Proclamation
- 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. January 12, 2026 Regular 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. Golf Carts and Low-Speed Vehicles
 - 2. Human Resources Manager Report
 - a. Employee Handbook Updates
 - 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. Other Business

VII. 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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Established 1901

Proclamation

Founders' Day 2026

WHEREAS, the Town of South Hill, Virginia, was officially incorporated on February 16, 1901, and in 2026 proudly commemorates the 125th anniversary of its founding; and

WHEREAS, South Hill was established through the vision, determination, and cooperation of its founders and early citizens, whose efforts laid the foundation for a thriving community grounded in resilience, civic pride, and shared purpose; and

WHEREAS, for 125 years, the Town of South Hill has served as a vital center for commerce, culture, and community life in Mecklenburg County and the greater region, evolving while honoring its rich history and traditions; and

WHEREAS, the Town's continued success is a testament to the dedication of generations of residents, elected officials, employees, businesses, volunteers, and community partners who have worked to preserve its heritage while shaping a vibrant future; and

WHEREAS, recognizing Founders' Day provides an opportunity to reflect upon South Hill's history, celebrate its achievements, and reaffirm a commitment to the values that have guided the Town for more than a century;

NOW, THEREFORE, BE IT PROCLAIMED by the Town Council of the Town of South Hill, Virginia, that February 16, 2026, is hereby proclaimed as "FOUNDERS' DAY" in the Town of South Hill, and all citizens are encouraged to observe this day by honoring the Town's history, celebrating its 125 years of progress, and participating in activities that promote community pride and civic engagement.

ADOPTED this 9th day of February, 2026.

Mayor W. M. "Mike" Moody, Town of South Hill, Virginia

ATTEST:

Leanne Feather, Clerk of Council

Administrative Reports
South Hill Town Council Meeting
February 9, 2026

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

Consent Agenda
South Hill Town Council Meeting
February 9, 2026

1. Minutes
 - a. January 12, 2026 Regular Meeting
2. Monthly Financial Report



SOUTH HILL TOWN COUNCIL

REGULAR MEETING MINUTES

MONDAY, JANUARY 12, 2026, 7:00 P.M.

The regular monthly meeting of the South Hill Town Council was held on Monday, January 12, 2026 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
Gavin Honeycutt
Michael Smith

Lillie Feggins-Boone
Delores Luster

Ashley Hardee
Carl Sasser, Jr.

Jenifer Freeman-Hite was absent.

B. Staff in Attendance

Keli Reekes, Town Manager
Leanne Feather, Admin. Asst./Clerk

Ryan Durham, Interim Chief of Police

II. APPROVAL OF AGENDA

A motion was made by Vice Mayor Honeycutt, second by Councilor Feggins-Boone, to approve the agenda for January 12, 2026. The motion carried unanimously.

III. CITIZENS TO ADDRESS COUNCIL

At this time, the following citizen addressed Council:

- **Wade Crowder** commended Town staff, expressed concerns regarding comments made at the previous meeting about the Chamber of Commerce, inquired about the status of lighting installation at Parker Park, and commented on the holiday lighting contract at Centennial Park.

IV. ADMINISTRATIVE REPORTS

A. Consent Agenda

1. Minutes

- a. December 15, 2025 Regular Meeting
- b. December 15, 2025 Special Meeting

2. Monthly Financial Report

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

Petty Cash	\$700
Checking Accounts	\$2,351,305.54
Investments	\$29,045,789.14
Restricted/Committed Funds	\$2,597,811.34
Total of all Funds	\$33,995,606.02

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

B. Items for Approval

1. Town Manager Report

a. Town Hall Audio/Visual Upgrades

Town Manager Keli Reekes provided a refresher on previously discussed Town Hall audio-visual updates, particularly related to livestreaming Town Council meetings. Staff has been working with the Town's contracted third-party IT vendor and its partners to evaluate the existing system and develop a more efficient, long-term solution.

Mrs. Reekes explained that the goal is to reconfigure the current system, update equipment to meet current standards, and ensure the system can be managed and maintained by trained staff. As a result, staff received a proposal from Nexus Network Technologies to refresh the Town Hall data infrastructure at a cost of \$29,461, as well as a proposal from Smarter Systems to install public meeting room audio-visual equipment in the Council Chambers in the amount of \$167,138. She noted that, together, these upgrades would allow for reliable livestreaming and recording of Town Council meetings upon the Town's return to Town Hall. Funding for both proposals is available in the current FY26 budget.

Further discussion by Town Council included clarification from Mrs. Reekes regarding the age of the existing cabling, whether the proposed equipment would require additional staff to operate during meetings, the expected lifespan of the equipment and associated warranties, and concerns that livestreaming may discourage in-person attendance at meetings.

A motion was made by Councilor Hardee, second by Vice Mayor Honeycutt to accept the proposals from Nexus Network Solutions and Smarter Systems totaling \$196,599 to refresh the data infrastructure and install public meeting room A/V equipment at Town Hall as part of the restoration efforts. The motion passed unanimously via roll call vote as follows:

Councilor Crocker – Aye
Councilor Hardee – Aye
Councilor Luster – Aye
Councilor Smith – Aye

Councilor Feggins-Boone – Aye
Vice Mayor Honeycutt – Aye
Councilor Sasser – Aye

b. South Hill Town Council Code of Ethics

Mrs. Reekes reported that beginning this year and going forward, Town Council is asked to review and approve the Code of Ethics each January. She explained that the Town of South Hill Town Council Code of Ethics is intended to clearly outline expectations for ethical conduct and decision-making by Council members and to promote transparency, accountability, and public trust. Upon approval, each Council member is asked to sign and acknowledge the document as a reaffirmation of their commitment to ethical governance.

Further discussion by Town Council included Vice Mayor Honeycutt requesting that the Code of Ethics be displayed in the temporary Council Chambers, consistent with its display in the Council Chambers at Town Hall.

A motion was made by Councilor Luster, second by Councilor Hardee to approve the South Hill Town Council Code of Ethics as presented. The motion passed unanimously via roll call vote as follows:

Councilor Crocker – Aye
Councilor Hardee – Aye
Councilor Luster – Aye
Councilor Smith – Aye

Councilor Feggins-Boone – Aye
Vice Mayor Honeycutt – Aye
Councilor Sasser – Aye

C. Reports to Accept as Presented

For efficiency, the following reports for December 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 293 Activity incidents, 40 reportable criminal offenses, 672 calls for service, and \$4,019 in property recovered. Other miscellaneous items included 12 training hours and 7 warrants issued. Administrative news was shared.

2. Fire Department Report

Fire Chief Michael Vaughan submitted the quarterly Fire Report. He reported the SHVPD responded to 418 alarm calls from July through December 2025. Calls responded to in Town were 249, within the county district were 164, and involving fire were 58. Mutual aid given was 50. Automatic aid received was 76. Training included vehicle extraction, apparatus, ground ladders, search and rescue, and EMT. Fundraising efforts included a raffle and t-shirt sales. Administrative news was shared.

3. Municipal Services Report

C.J. Dean submitted the Municipal Services report, providing updates on leaf collection, water leak repairs, current utility projects, and easement acquisitions.

4. Parks, Facilities and Grounds

Jason Houchins submitted the Parks, Facilities and Grounds report, providing updates on the Parker Park basketball court light installation, Town Hall updates, Parker Park field preparation planning, and Shalag Industry light repairs.

5. Code Compliance Report

a. Report of Activity

David Hash submitted the report of activity as follows:

Inspections Completed	43
Permits Issued	27
Fees Collected	\$11,474.47
UEZ Exemption	\$0
Rehab Exemption	\$0
General Exemption	\$0
Work Value	\$2,936,002.50

New business licenses in the Town of South Hill in December 2025:

Tobacco Road Country Grill	1312 W. Danville St.	Restaurant
Murphy US #7624	1145 E. Atlantic St.	Convenience Store and Gas Station

c. Dilapidated Properties

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

6. Business Development Report

Brent Morris submitted the Business Development report, providing updates on business incentives, prospective new downtown businesses, commercial development, and insights from discussions with local real estate professionals regarding the current housing and rental markets.

7. Human Resources Report

Kristine Martin submitted the Human Resources report, providing details on the Town employee Christmas luncheon, congratulating Sgt. Paul Jones on 10 years of service with the South Hill Police Department, welcoming T.J. Jimmerson as a Detective with the South Hill Police Department, and outlining current job vacancies.

A motion was made by Councilor Luster, second by Councilor Hardee to approve the reports as presented. The motion carried unanimously.

V. OTHER BUSINESS

Discussion included Councilor Smith addressing concerns regarding responses to citizen questions raised at the December 2025 meeting related to Hometown Christmas and the lighting contract. Vice Mayor Honeycutt reminded attendees of the Council meeting policy requiring citizen comments to be limited to three minutes and emphasized the importance of fairness. Councilor Luster reiterated the importance of maintaining respect for both Town Council and the public. Councilor Hardee addressed Councilor Smith in reference to his statements. Mayor Moody stated that, as a courtesy to citizens, he will allow speakers to complete their thoughts if they are in the middle of a statement when their allotted three minutes expire while addressing Town Council.

VI. ADJOURNMENT

There being no further business matters before the South Hill Town Council, Mayor Moody adjourned the meeting at 7:26 p.m.

VALIDATION

Minutes approved this _____ day of _____, 20____.

Leanne Feather, Clerk of Council

W.M. Moody, Mayor

DRAFT



STATEMENT OF CASH ACCOUNTABILITY
December 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%	\$8,802,829.87	\$10,578,129.57
First Citizens Bank	PD Cash Account	0.30%	\$14,988.09	\$12,109.90
SUB TOTAL			<u>\$8,817,817.96</u>	<u>\$10,590,239.47</u>
Investments				
LGIP	General Investment	3.98%	\$0.00	\$1,104,638.65
First Citizens Investment	General Investment	3.99%	\$8,693,279.67	\$9,070,773.75
VIP	1-3 Year High Quality Bond	3.93%	\$10,515,998.92	\$11,040,908.50
VIP	Stable Liquidity	3.93%	\$8,762,626.60	\$7,925,111.84
SUB TOTAL			<u>\$27,971,905.19</u>	<u>\$29,141,432.74</u>
Restricted Funds				
Atlantic Union Bank	Construction	0.50%	\$2,548,658.62	\$2,561,431.15
First Citizens Bank	Federal Forfeiture Funds	0.10%	\$26,106.47	\$26,132.59
Benchmark Community Bank	State Forfeiture Funds	2.41%	\$7,848.85	\$11,339.50
SUB TOTAL			<u>\$2,582,613.94</u>	<u>\$2,598,903.24</u>
TOTAL OF ALL FUNDS			<u>\$39,373,087.09</u>	<u>\$42,331,275.45</u>

INCOME/EXPENSE REPORT

JANUARY 2026

Account Id	Account Description	Prior Rev/Expd	Anticipated/Budgeted	Current Rev/Expd	YTD Rev/Expd	Balance/Excess/Deficit
10-2-1011-0401	CURRENT TAXES - REAL	19,753.68	3,000,000.00	6,663.32	2,962,097.86	-37,902.14
10-2-1011-0402	DELINQUENT TAXES-REAL	0	15,000.00	0	0	-15,000.00
10-2-1012-0401	CURRENT TAXES - PUB SER REAL	0	65,000.00	0	88,836.69	23,836.69
10-2-1012-0404	CURRENT TAXES - PUB SER PERS	0	0.00	0	203.07	203.07
10-2-1013-0403	CURRENT TAXES-P/P,M/H,M/T	-435.60	2,300,000.00	-2,564.98	7,432,318.67	5,132,318.67
10-2-1013-0404	PPTRA REIMBURSEMENT	0	113,068.00	0	113,068.11	0.11
10-2-1016-0410	PENALTIES - ALL PROP.TAXES	1,583.83	20,000.00	3,503.10	5,360.93	-14,639.07
10-2-1016-0411	INTEREST - ALL PROP. TAXES	4,862.91	25,000.00	4,881.24	9,836.77	-15,163.23
10-2-1022-0411	COMMUNICATIONS SALES TAX	9,458.02	125,000.00	9,142.51	47,433.10	-77,566.90
10-2-1022-0412	CONSUM.UTILITY TAX-ELECT.	15,573.80	158,000.00	16,102.28	94,362.28	-63,637.72
10-2-1022-0414	CONSUM.UTILITY TAX-GAS	0	35,000.00	2,661.97	12,339.70	-22,660.30
10-2-1022-0415	FRANCHISE TAX	0	0.00	0	660.18	660.18
10-2-1022-0416	MEALS TAX	251,098.70	2,500,000.00	205,494.71	1,455,004.63	-1,044,995.37
10-2-1022-0417	LODGING TAX	74,969.88	860,000.00	81,320.61	523,785.13	-336,214.87
10-2-1022-0418	CIGARETTE TAX	2,250.00	200,000.00	13,530.00	88,250.00	-111,750.00
10-2-1023-0415	BUSINESS LICENSE	102,850.82	1,100,000.00	112,295.69	151,296.66	-948,703.34
10-2-1023-0416	PENALTIES - BUSINESS LICENSE	0	4,000.00	0	351.94	-3,648.06
10-2-1025-0421	MOTOR VEHICLE LICENSE FEES	30,769.65	45,000.00	41,628.31	44,129.49	-870.51
10-2-1026-0422	BANK STOCK TAXES	0	240,000.00	0	0	-240,000.00
10-2-1027-0423	PENALTIES - OTHER LOCAL TAX	178.55	10,000.00	383.87	7,236.88	-2,763.12
10-2-1027-0424	INTEREST - OTHER LOCAL TAX	36.29	500.00	0	665.97	165.97
10-2-1033-0435	BUILDING PERMITS	24,936.63	80,000.00	13,181.97	528,192.93	448,192.93
10-2-1041-0436	COURT FINES/FORFEITURES	5,308.65	45,000.00	3,619.61	19,709.39	-25,290.61
10-2-1041-0437	PARKING FINES	0	150.00	0	150.00	0.00
10-2-1041-0438	EVENT PERMIT APPLICATION FEES	0	500.00	0	200.00	-300.00
10-2-1051-0437	INVESTMENT GAINS (LOSSES)	40,986.47	0.00	0	34,195.46	34,195.46
10-2-1051-0439	INTEREST ON DEPOSITS	78,557.10	400,000.00	87.59	575,200.10	175,200.10
10-2-1051-0440	INCOME AND OTHER	17,785.26	0.00	0	-18,691.06	-18,691.06
10-2-1052-0444	RAILROAD LEASES	0	500.00	0	0	-500.00
10-2-1060-0444	MECKLENBURG CO.TIPPING FEE	0	0.00	-119.44	-238.88	-238.88
10-2-1060-0445	WASTE COLL & DISP FEES	33,813.15	530,000.00	33,696.05	237,467.23	-292,532.77
10-2-1060-0446	MOWING & BRUSH COLLECTION FEES	0	1,000.00	0	2,300.00	1,300.00
10-2-1060-0447	WASTE COLLECTIONS PENALTY	1,209.09	10,000.00	1,229.36	7,722.35	-2,277.65
10-2-1068-0458	CHARGES FOR COPIES	291.34	500.00	120.00	552.70	52.70
10-2-1068-0459	AT&T/VERIZON TANK RENTAL	5,062.35	60,400.00	4,237.55	22,049.58	-38,350.42
10-2-1068-0460	PARKER PARK INCOME	0	0.00	0	100.00	100.00
10-2-1068-0461	ZONING & SUBDIVISION FEES	900.00	10,000.00	0	5,200.00	-4,800.00
10-2-1068-0462	CENTENNIAL AMPHITHEATER INCOME	0	0.00	0	250.00	250.00
10-2-1068-0463	MISCELLANEOUS REVENUES	779.80	10,000.00	392.20	10,630.46	630.46
10-2-1068-0464	EXPENSES-REIMBURSED	57.65	2,500.00	0	5,311.32	2,811.32
10-2-1068-0471	MISC REVENUE - SALE OF PROPERTY	513,000.00	50,000.00	0	66,943.56	16,943.56
10-2-1068-0472	CANCEL PRIOR YEAR A/P	0	0.00	0	204,640.61	204,640.61
10-2-1068-0473	MISC REVENUE - DMV STOPS	40.00	5,000.00	0	280.00	-4,720.00

INCOME/EXPENSE REPORT

JANUARY 2026

Account Id	Account Description	Prior Rev/Expd	Anticipated/Budgeted	Current Rev/Expd	YTD Rev/Expd	Balance/Excess/Deficit
10-2-1068-0474	CENTENNIAL PAVILION/UPPER FIELD INCOME	0	0.00	250.00	250.00	250.00
10-2-1068-0476	ECONOMIC INCENTIVES	219,348.20	2,180,000.00	1,050,735.01	1,050,735.01	-1,129,264.99
10-2-1069-0465	MISC.RECOVERED COST	4,644.00	25,000.00	0	7,216.50	-17,783.50
10-2-1069-0467	WATER/SEWER ADMIN FEES	0	162,500.00	0	0	-162,500.00
10-2-1069-0468	VRSA INSURANCE REFUND/DIVIDEND/GRANT	0	4,000.00	0	0	-4,000.00
10-2-2070-0472	ROLLING STOCK (MVCT)	0	150.00	0	0	-150.00
10-2-2070-0474	RENTAL VEHICLE TAX	5,829.74	55,000.00	4,413.38	34,595.60	-20,404.40
10-2-2070-0475	SALES & USE TAX	84,663.26	850,000.00	0	497,176.30	-352,823.70
10-2-2070-0477	STREET & HIGHWAY REVENUE	0	1,800,000.00	0	1,078,021.00	-721,979.00
10-2-2070-0479	FIRE PROGRAMS FUND	0	25,000.00	0	26,250.00	1,250.00
10-2-2071-0431	DRUG FINE MONEY	0	100,000.00	0	0	-100,000.00
10-2-2071-0432	E-SUMMONS	317.60	4,000.00	316.96	15,829.27	11,829.27
10-2-3071-0480	POLICE DEPT. GRANT	0	36,000.00	12,556.03	106,768.80	70,768.80
10-2-3071-0484	ARTS COUNCIL GRANT	0	4,500.00	0	0	-4,500.00
10-2-4073-0579	INSURANCE RECOVERIES	0	20,000.00	5,075.63	132,588.67	112,588.67
10-2-5073-0591	TRANSFER FROM FUND BALANCE	0	5,596,847.00	0	0	-5,596,847.00
10-2-9000-0201	OVERPAYMENTS	3,338.33	0.00	99.84	526.57	526.57
GENERAL FUND Revenue Totals		1,553,819.15	22,884,115.00	1,624,934.37	17,689,361.53	-5,194,753.47

INCOME/EXPENSE REPORT

JANUARY 2026

Account Id	Account Description	Prior Rev/Expd	Anticipated/Budgeted	Current Rev/Expd	YTD Rev/Expd	Balance/Excess/Deficit
10-0-0000-0000	GENERAL FUND:	0	0	0	0	0
10-1-0000-1000	GENERAL GOVERNMENT ADMINIST.	0	0	0	0	0
10-1-0100-0000	MAYOR & TOWN COUNCIL	0	0	0	0	0
10-1-0100-1000	SALARIES	800.00	9,600.00	800.00	4,800.00	4,800.00
10-1-0100-1303	COUNCIL FEES	2,800.00	38,400.00	3,200.00	19,200.00	19,200.00
10-1-0100-1305	PLANNING COMMISSION FEES	300.00	5,040.00	0	1,160.00	3,880.00
10-1-0100-2001	FICA	301.41	4,058.00	309.06	1,943.10	2,114.90
10-1-0100-2009	UNEMPLOYMENT INSURANCE	5.06	50.00	4.00	23.32	26.68
10-1-0100-2011	CELL PHONE ALLOWANCE	40.00	480.00	40.00	240.00	240.00
10-1-0100-5309	INSURANCE-PUBLIC OFFICIALS	0	3,508.00	0	3,508.00	0.00
10-1-0100-5504	TRAVEL- MEETINGS/EDUCATION	2,446.73	5,000.00	0	0	5,000.00
10-1-0100-5801	DUES & SUBSCRIPTIONS	0	3,500.00	0	3,609.00	-109.00
10-1-0100-5804	DEPARTMENTAL SUPPLIES	287.59	750.00	155.40	346.38	403.62
0100 MAYOR & TOWN COUNCIL		6,980.79	70,386.00	4,508.46	34,829.80	35,556.20

INCOME/EXPENSE REPORT

JANUARY 2026

Account Id	Account Description	Prior Rev/Expd	Anticipated/Budgeted	Current Rev/Expd	YTD Rev/Expd	Balance/Excess/Deficit
10-1-0101-0000	FINANCE AND ADMINISTRATION	0	0	0	0	0
10-1-0101-1000	SALARIES	25,631.10	313,136.00	26,593.81	134,646.80	178,489.20
10-1-0101-1002	SALARIES OVERTIME	0	0.00	250.68	265.82	-265.82
10-1-0101-2001	FICA	3,030.77	23,955.00	1,979.09	10,202.50	13,752.50
10-1-0101-2003	RETIREMENT	3,168.41	66,729.00	4,484.56	28,540.03	38,188.97
10-1-0101-2005	MEDICAL PLANS	1,567.32	36,976.00	2,415.57	15,825.79	21,150.21
10-1-0101-2006	GROUP LIFE INSURANCE	124.03	4,102.00	226.46	1,471.99	2,630.01
10-1-0101-2007	DISABILITY INSURANCE	94.19	1,790.00	0	2,158.57	-368.57
10-1-0101-2009	UNEMPLOYMENT INSURANCE	26.54	60.00	23.58	28.40	31.60
10-1-0101-2010	WORKERS COMPENSATION	0	125.00	0	123.00	2.00
10-1-0101-3006	OFFICE EQUIP. MAINTENANCE	501.23	4,500.00	552.34	3,036.07	1,463.93
10-1-0101-3010	CONTRACT/TECHNICAL SERVICES	58,885.80	115,000.00	22,039.15	128,120.05	-13,120.05
10-1-0101-5201	POSTAGE	8.99	25,000.00	27.73	14,600.06	10,399.94
10-1-0101-5203	TELECOMMUNICATIONS	1,025.85	15,600.00	1,441.53	13,715.79	1,884.21
10-1-0101-5504	TRAVEL - MEETINGS/EDUCATION	0	5,000.00	0	3,169.84	1,830.16
10-1-0101-5801	DUES AND SUBSCRIPTIONS	281.91	18,100.00	44.98	2,197.70	15,902.30
10-1-0101-5804	DEPARTMENTAL SUPPLIES	5,594.73	33,000.00	6,194.47	14,677.72	18,322.28
10-1-0101-5805	CIGARETTE STAMPS	0	10,478.00	0	704.70	9,773.30
10-1-0101-5806	DMV STOP EXPENSE	0	4,500.00	0	0	4,500.00
10-1-0101-5808	IT SERVICE & MAINTENANCE	0	47,932.00	0	5,690.00	42,242.00
0101 FINANCE AND ADMINISTRATION		99,940.87	725,983.00	66,273.95	379,174.83	346,808.17

INCOME/EXPENSE REPORT

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Account Id	Account Description	Prior Rev/Expd	Anticipated/Budgeted	Current Rev/Expd	YTD Rev/Expd	Balance/Excess/Deficit
10-1-0102-0000	TOWN MANAGER	0	0	0	0	0
10-1-0102-1000	SALARY - TOWN MANAGER	15,346.17	137,000.00	15,807.70	80,223.09	56,776.91
10-1-0102-1001	SALARIES	0	64,000.00	7,590.10	39,817.48	24,182.52
10-1-0102-1010	VEHICLE ALLOWANCE	900.00	7,200.00	10,600.00	15,400.00	-8,200.00
10-1-0102-2001	FICA	1,229.68	15,927.00	1,829.51	9,434.83	6,492.17
10-1-0102-2003	RETIREMENT	2,361.86	42,833.00	3,740.71	23,951.15	18,881.85
10-1-0102-2005	MEDICAL PLANS	570.64	20,175.00	1,180.61	11,834.90	8,340.10
10-1-0102-2006	GROUP LIFE INSURANCE	74.26	2,633.00	193.72	1,259.18	1,373.82
10-1-0102-2007	DISABILITY INSURANCE	52.92	1,130.00	0	479.53	650.47
10-1-0102-2009	UNEMPLOYMENT INSURANCE	10.40	40.00	15.58	15.58	24.42
10-1-0102-2010	WORKERS COMPENSATION	0	105.00	0	105.00	0.00
10-1-0102-2011	CELL PHONE ALLOWANCE	75.00	900.00	75.00	450.00	450.00
10-1-0102-5504	TRAVEL - MEETINGS/EDUCATION	325.00	5,000.00	0	143.78	4,856.22
10-1-0102-5801	DUES & SUBSCRIPTIONS	0	1,000.00	50.00	930.82	69.18
10-1-0102-5804	DEPARTMENTAL SUPPLIES	0	874.00	0	543.80	330.20
	0102 TOWN MANAGER	20,945.93	298,817.00	41,082.93	184,589.14	114,227.86

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Account Id	Account Description	Prior Rev/Expd	Anticipated/Budgeted	Current Rev/Expd	YTD Rev/Expd	Balance/Excess/Deficit
10-1-0103-0000	DIRECTOR OF MUNICIPAL SERVICES	0	0	0	0	0
10-1-0103-1000	SALARY	14,752.70	131,857.00	15,214.27	77,255.94	54,601.06
10-1-0103-1010	VEHICLE ALLOWANCE	830.76	7,200.00	553.84	3,599.96	3,600.04
10-1-0103-2001	FICA	1,202.16	10,638.00	1,196.16	6,242.44	4,395.56
10-1-0103-2003	RETIREMENT	2,270.52	28,099.00	2,341.56	15,220.14	12,878.86
10-1-0103-2005	MEDICAL PLANS	498.75	6,987.00	1,314.86	5,231.07	1,755.93
10-1-0103-2006	GROUP LIFE INSURANCE	71.39	1,727.00	129.66	842.79	884.21
10-1-0103-2007	DISABILITY INSURANCE	50.97	600.00	0	316.46	283.54
10-1-0103-2009	UNEMPLOYMENT INSURANCE	10.40	20.00	8.00	8.00	12.00
10-1-0103-2010	WORKERS COMPENSATION	0	839.00	0	839.00	0.00
10-1-0103-5203	TELECOMMUNICATIONS	97.20	800.00	48.63	552.41	247.59
10-1-0103-5504	TRAVEL - MEETINGS/EDUCATION	0	1,000.00	0	0	1,000.00
10-1-0103-5801	DUES & SUBSCRIPTIONS	0	1,000.00	0	0	1,000.00
10-1-0103-5804	DEPARTMENTAL SUPPLIES	0	1,000.00	0	0	1,000.00
0103 DIRECTOR OF MUNICIPAL SERVICES		19,784.85	191,767.00	20,806.98	110,108.21	81,658.79

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Account Id	Account Description	Prior Rev/Expd	Anticipated/Budgeted	Current Rev/Expd	YTD Rev/Expd	Balance/Excess/Deficit
10-1-0104-0000	BUSINESS DEVELOPMENT DEPT	0	0	0	0	0
10-1-0104-1000	SALARY	10,460.76	94,660.00	10,922.30	55,796.15	38,863.85
10-1-0104-1010	VEHICLE ALLOWANCE	830.76	7,200.00	553.84	3,599.96	3,600.04
10-1-0104-2001	FICA	861.41	7,792.00	877.95	4,538.30	3,253.70
10-1-0104-2003	RETIREMENT	1,201.64	20,172.00	2,063.29	12,837.95	7,334.05
10-1-0104-2005	MEDICAL PLANS	451.81	8,668.00	508.84	5,003.76	3,664.24
10-1-0104-2006	GROUP LIFE INSURANCE	50.62	1,240.00	93.08	605.02	634.98
10-1-0104-2007	DISABILITY INSURANCE	36.86	440.00	0	231.80	208.20
10-1-0104-2009	UNEMPLOYMENT INSURANCE	8.84	20.00	8.00	8.00	12.00
10-1-0104-2010	WORKERS COMPENSATION	0	51.00	0	51.00	0.00
10-1-0104-2011	CELL PHONE ALLOWANCE	75.00	900.00	75.00	450.00	450.00
10-1-0104-5203	TELECOMMUNICATIONS	209.18	800.00	40.01	240.06	559.94
10-1-0104-5504	TRAVEL - MEETING/EDUCATION	0	2,000.00	0	74.11	1,925.89
10-1-0104-5801	DUES & SUBSCRIPTIONS	350.00	500.00	0	350.00	150.00
10-1-0104-5803	MARKETING	545.00	35,000.00	1,558.00	31,657.03	3,342.97
10-1-0104-5804	DEPARTMENTAL SUPPLIES	0	1,000.00	0	0	1,000.00
10-1-0104-5805	SITE READINESS	0	20,000.00	0	1,750.00	18,250.00
10-1-0104-5806	BUSINESS INCENTIVE EXPENSE	95.00	90,500.00	500.00	4,690.84	85,809.16
10-1-0104-5807	FACADE AND UP FIT INCENTIVE EXPENSE	0	100,000.00	4,500.00	51,118.08	48,881.92
0104 BUSINESS DEVELOPMENT DEPT		15,176.88	390,943.00	21,700.31	173,002.06	217,940.94

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Account Id	Account Description	Prior Rev/Expd	Anticipated/Budgeted	Current Rev/Expd	YTD Rev/Expd	Balance/Excess/Deficit
10-1-0105-0000	HUMAN RESOURCES DEPT	0.00	0.00	0.00	0.00	0.00
10-1-0105-1000	HUMAN RESOURCES SALARY	10,716.90	96,880.00	11,178.48	57,076.95	39,803.05
10-1-0105-1001	INCENTIVE PAY	0	68,000.00	0	0	68,000.00
10-1-0105-2001	FICA	808.25	7,411.00	823.13	4,072.87	3,338.13
10-1-0105-2003	RETIREMENT	1,231.05	20,645.00	2,111.65	13,138.88	7,506.12
10-1-0105-2005	MEDICAL PLANS	504.34	10,576.00	575.54	6,085.24	4,490.76
10-1-0105-2006	GROUP LIFE INSURANCE	51.86	1,269.00	95.26	619.19	649.81
10-1-0105-2007	DISABILITY INSURANCE	37.71	350.00	0	236.83	113.17
10-1-0105-2009	UNEMPLOYMENT INSURANCE	8.92	60.00	8.00	8.00	52.00
10-1-0105-2010	WORKERS COMPENSATION	0	49.00	0	49.00	0.00
10-1-0105-2011	CERTIFICATION INCENTIVE PAY	0	83,000.00	0	2,022.00	80,978.00
10-1-0105-3010	CONTRACT/TECHNICAL SERVICES	856.46	28,500.00	612.61	6,611.14	21,888.86
10-1-0105-5504	TRAVEL-MEETINGS/EDUCATION	162.98	1,500.00	0	1,141.61	358.39
10-1-0105-5506	EMPLOYEE APPRECIATION/RECOGNITION	2,817.50	20,000.00	482.10	8,663.23	11,336.77
10-1-0105-5801	DUES & SUBSCRIPTIONS	456.00	20,000.00	0	619.99	19,380.01
10-1-0105-5803	HEPATITIS SHOTS/DRUG TEST/DMV	190.00	3,000.00	150.00	820.00	2,180.00
10-1-0105-5804	DEPARTMENTAL SUPPLIES	0	1,000.00	0	273.75	726.25
10-1-0105-5806	SAFETY COMMITTEE	0	7,500.00	-2,000.00	603.62	6,896.38
0105 HUMAN RESOURCES DEPT		17,841.97	369,740.00	14,036.77	102,042.30	267,697.70

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Account Id	Account Description	Prior Rev/Expd	Anticipated/Budgeted	Current Rev/Expd	YTD Rev/Expd	Balance/Excess/Deficit
10-1-0106-0000	NON-DEPARTMENTAL	0	0	0	0	0
10-1-0106-3007	ADVERTISING	399.80	8,000.00	742.00	4,409.85	3,590.15
10-1-0106-3011	AUDIT	0	35,000.00	0	24,330.75	10,669.25
10-1-0106-3012	LEGAL EXPENSES	92,012.20	275,000.00	13,279.26	63,439.87	211,560.13
10-1-0106-3014	REFUNDS ON TAXES	0	1,000.00	0	231.63	768.37
10-1-0106-3015	MISCELLANEOUS REFUNDS	0	500.00	0	0	500.00
10-1-0106-3016	ECONOMIC INCENTIVE GRANT	0	2,420,000.00	0	0	2,420,000.00
10-1-0106-5309	PROPERTY INSURANCE - MISC	0	17,469.00	0	17,469.00	0.00
10-1-0106-5800	OPERATING/CAPITAL RESERVE	0	650,000.00	0	0	650,000.00
10-1-0106-5804	DMV STOP EXPENSE	25.00	0.00	25.00	275.00	-275.00
	0106 NON-DEPARTMENTAL	92,437.00	3,406,969.00	14,046.26	110,156.10	3,296,812.90

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Account Id	Account Description	Prior Rev/Expd	Anticipated/Budgeted	Current Rev/Expd	YTD Rev/Expd	Balance/Excess/Deficit
10-1-0120-0000	POLICE DEPARTMENT	0	0	0	0	0
10-1-0120-1000	SALARY - CHIEF	11,500.01	119,000.00	9,304.61	78,159.00	40,841.00
10-1-0120-1002	SALARIES - OVERTIME	6,419.81	80,000.00	10,629.07	68,183.98	11,816.02
10-1-0120-1004	SALARIES - PART TIME	141.75	14,000.00	189.00	2,599.63	11,400.37
10-1-0120-1010	SALARIES - COMMAND STAFF	19,780.40	275,713.00	40,889.39	166,067.35	109,645.65
10-1-0120-1011	SALARIES - CORPLS & PTRL OFFICERS	71,605.03	747,960.00	73,025.30	358,938.48	389,021.52
10-1-0120-1012	SALARIES - CLERK & DISPATCHERS	18,765.21	200,797.00	26,869.05	128,348.45	72,448.55
10-1-0120-1013	SALARY - PT DISPATCHERS	0	2,000.00	500.00	500.00	1,500.00
10-1-0120-1014	SALARIES - SRGTS & DETECTIVES	47,892.55	420,409.00	40,434.03	235,682.99	184,726.01
10-1-0120-1028	SALARY - ANIMAL WARDEN	2,502.04	21,000.00	1,973.44	12,017.76	8,982.24
10-1-0120-1029	HOLIDAY PAY	20,538.62	68,000.00	32,805.29	71,090.91	-3,090.91
10-1-0120-2001	FICA	15,012.48	149,089.00	17,809.58	83,462.52	65,626.48
10-1-0120-2003	RETIREMENT	27,023.20	353,720.00	27,040.39	174,701.13	179,018.87
10-1-0120-2005	MEDICAL PLANS	14,980.03	209,661.00	24,336.60	147,318.29	62,342.71
10-1-0120-2006	GROUP LIFE INSURANCE	807.74	21,744.00	1,493.23	9,803.54	11,940.46
10-1-0120-2007	DISABILITY INSURANCE	52.83	800.00	0	464.23	335.77
10-1-0120-2008	LINE OF DUTY ACT EXPENSE	0	10,650.00	0	10,650.00	0.00
10-1-0120-2009	UNEMPLOYMENT INSURANCE	197.40	380.00	184.61	199.12	180.88
10-1-0120-2010	WORKERS COMPENSATION	0	64,244.00	0	64,244.00	0.00
10-1-0120-2011	CELL PHONE ALLOWANCE	40.00	480.00	40.00	240.00	240.00
10-1-0120-2012	UNIFORMS	4,314.32	20,000.00	585.81	9,543.34	10,456.66
10-1-0120-2013	CLOTHING ALLOWANCE	1,100.00	4,050.00	506.25	4,050.00	0.00
10-1-0120-2014	GYM MEMBERSHIPS/OFFICER WELLNESS	0	5,000.00	0	1,144.00	3,856.00
10-1-0120-3004	REPAIRS & MAINTENANCE	1,579.37	25,000.00	166.48	2,670.99	22,329.01
10-1-0120-3006	OFFICE EQUIP. MAINTENANCE	759.94	20,000.00	812.99	11,532.40	8,467.60
10-1-0120-5100	ELECTRICAL SERVICE	697.17	10,000.00	664.79	5,088.28	4,911.72
10-1-0120-5102	NATURAL GAS/HEATING	488.48	2,000.00	710.92	1,233.52	766.48
10-1-0120-5203	TELECOMMUNICATIONS	2,177.36	35,000.00	1,006.33	15,933.97	19,066.03
10-1-0120-5204	CELLULAR/MOBILE COMMUNICATION	0	0.00	1,878.63	3,827.16	-3,827.16
10-1-0120-5309	PROPERTY & LIABILITY INSURANCE	0	20,763.00	0	20,763.00	0.00
10-1-0120-5405	CLEANING/JANITORIAL SUPPLIES	846.51	9,000.00	12.78	329.15	8,670.85
10-1-0120-5408	VEHICLE & EQUIP. MAINTENANCE	3,162.17	45,000.00	2,927.11	16,964.59	28,035.41
10-1-0120-5411	FUEL EXPENSE	5,190.25	60,000.00	3,572.66	26,595.50	33,404.50
10-1-0120-5412	SHOOTING RANGE EXPENSE	-23,151.42	33,000.00	24,246.74	26,563.57	6,436.43
10-1-0120-5504	TRAVEL - MEETINGS/EDUCATION	6,545.01	50,000.00	40.79	13,911.84	36,088.16
10-1-0120-5505	FORENSICS EXPENSE	325.00	11,000.00	1,300.00	3,453.46	7,546.54
10-1-0120-5510	DRUG ENFORCEMENT EXPENSES	1,275.00	5,500.00	1,275.00	2,550.00	2,950.00
10-1-0120-5515	RECORDS MANAGEMENT EXPENSES	14,765.40	18,000.00	3,058.20	3,358.20	14,641.80
10-1-0120-5520	ASSET FORFEITURE EXPENSES	0	8,500.00	0	0	8,500.00
10-1-0120-5801	DUES & SUBSCRIPTIONS	0	15,000.00	37.48	1,480.01	13,519.99
10-1-0120-5803	PHYSICALS	0	3,000.00	440.00	1,063.00	1,937.00
10-1-0120-5804	DEPARTMENTAL SUPPLIES	2,609.18	40,000.00	434.00	16,693.76	23,306.24
10-1-0120-5805	AXON LEASE	0	109,000.00	775.00	75,248.62	33,751.38

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10-1-0120-5806	FLOCK SAFETY LEASE	0	14,000.00	0	14,000.00	0.00
10-1-0120-5808	IT SERVICE & MAINTENANCE	4,695.61	58,000.00	15,503.59	38,475.95	19,524.05
10-1-0120-5809	GRANT EXPENSES	1,274.85	36,000.00	4,685.50	45,980.25	-9,980.25
10-1-0120-7001	COMMUNICATIONS EQUIPMENT	0	8,000.00	0	828.75	7,171.25
10-1-0120-7009	CAPITAL OUTLAY	36,020.42	941,165.00	0	114,952.71	826,212.29
0120 POLICE DEPARTMENT		321,933.72	4,365,625.00	372,164.64	2,090,907.40	2,274,717.60

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Account Id	Account Description	Prior Rev/Expd	Anticipated/Budgeted	Current Rev/Expd	YTD Rev/Expd	Balance/Excess/Deficit
10-1-0124-0000	CODE COMPLIANCE OFFICIAL	0	0	0	0	0
10-1-0124-1000	SALARIES	23,278.12	213,744.00	24,662.71	126,867.40	86,876.60
10-1-0124-2001	FICA	1,775.36	16,351.00	1,838.78	9,359.75	6,991.25
10-1-0124-2003	RETIREMENT	3,165.05	45,549.00	3,918.08	25,235.05	20,313.95
10-1-0124-2005	MEDICAL PLANS	1,540.04	21,576.00	2,029.17	16,171.80	5,404.20
10-1-0124-2006	GROUP LIFE INSURANCE	112.65	2,800.00	210.18	1,366.17	1,433.83
10-1-0124-2007	DISABILITY INSURANCE	83.95	960.00	0	535.60	424.40
10-1-0124-2009	UNEMPLOYMENT INSURANCE	23.85	40.00	21.85	21.85	18.15
10-1-0124-2010	WORKERS COMPENSATION	0	971.00	0	971.00	0.00
10-1-0124-2011	CELL PHONE ALLOWANCE	80.00	960.00	80.00	480.00	480.00
10-1-0124-2012	UNIFORMS	0	1,200.00	0	0	1,200.00
10-1-0124-3007	ADVERTISING	540.90	2,500.00	231.00	861.00	1,639.00
10-1-0124-3010	CONTRACT/TECHNICAL SERVICES	0	10,000.00	0	2,911.25	7,088.75
10-1-0124-5309	PROPERTY INSURANCE	0	654.00	0	654.00	0.00
10-1-0124-5408	VEHICLE & EQUIP. MAINTENANCE	0	1,000.00	0	150.36	849.64
10-1-0124-5411	FUEL EXPENSE	102.70	1,800.00	214.85	659.69	1,140.31
10-1-0124-5413	STATE LEVY - 2% OF PERMIT REV	0	10,000.00	0	10,646.23	-646.23
10-1-0124-5504	TRAVEL - MEETINGS/EDUCATION	0	1,500.00	0	359.35	1,140.65
10-1-0124-5801	DUES & SUBSCRIPTIONS	0	250.00	0	173.53	76.47
10-1-0124-5802	DEMOLITION COSTS	0	10,000.00	0	0	10,000.00
10-1-0124-5803	REIMBURSE FEES	0	200.00	0	30.60	169.40
10-1-0124-5804	DEPARTMENTAL SUPPLIES	0	1,500.00	0	263.22	1,236.78
10-1-0124-5805	STORMWATER / E&S	0	10,000.00	0	1,440.00	8,560.00
0124 CODE COMPLIANCE OFFICIAL		30,702.62	353,555.00	33,206.62	199,157.85	154,397.15

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Account Id	Account Description	Prior Rev/Expd	Anticipated/Budgeted	Current Rev/Expd	YTD Rev/Expd	Balance/Excess/Deficit
10-1-0126-0000	STREET MAINTENANCE	0	0	0	0	0
10-1-0126-1000	SALARIES	42,507.47	398,688.00	46,245.49	240,896.86	157,791.14
10-1-0126-1002	SALARIES - OVERTIME	5,728.54	20,000.00	950.63	9,675.12	10,324.88
10-1-0126-2001	FICA	3,644.07	32,030.00	3,794.65	19,288.15	12,741.85
10-1-0126-2003	RETIREMENT	5,448.05	84,960.00	7,474.62	47,868.54	37,091.46
10-1-0126-2005	MEDICAL PLANS	3,485.39	61,663.00	3,980.78	38,028.94	23,634.06
10-1-0126-2006	GROUP LIFE INSURANCE	205.57	5,223.00	392.20	2,549.30	2,673.70
10-1-0126-2007	DISABILITY INSURANCE	138.76	1,920.00	0	1,026.81	893.19
10-1-0126-2009	UNEMPLOYMENT INSURANCE	49.70	80.00	43.71	43.71	36.29
10-1-0126-2010	WORKERS COMPENSATION	0	17,027.00	0	17,027.00	0.00
10-1-0126-2011	CELL PHONE ALLOWANCE	40.00	480.00	40.00	240.00	240.00
10-1-0126-2012	UNIFORMS	0	2,000.00	700.00	1,400.00	600.00
10-1-0126-2013	CLOTHING ALLOWANCE	0	4,200.00	2,100.00	4,200.00	0.00
10-1-0126-3015	ENGINEERING	0	12,000.00	0	3,000.00	9,000.00
10-1-0126-5100	ELECTRIC SERVICE(STREETLIGHTS)	2,262.18	110,000.00	19,162.09	65,505.97	44,494.03
10-1-0126-5203	TELECOMMUNICATIONS	332.11	3,470.00	513.87	3,127.64	342.36
10-1-0126-5309	PROPERTY INSURANCE	0	10,886.00	0	10,886.00	0.00
10-1-0126-5407	STREET MAINTENANCE	140,754.04	1,800,000.00	47,094.77	1,167,930.64	632,069.36
10-1-0126-5408	VEHICLE & EQUIP. MAINTENANCE	5,709.32	40,000.00	2,702.26	34,478.68	5,521.32
10-1-0126-5411	FUEL EXPENSE	2,019.45	35,000.00	2,542.93	14,480.54	20,519.46
10-1-0126-5504	TRAVEL - MEETINGS/EDUCATION	206.95	9,000.00	0	72.55	8,927.45
10-1-0126-5804	DEPARTMENTAL SUPPLIES	876.63	16,074.00	1,098.47	7,440.69	8,633.31
10-1-0126-5805	SAFETY/PROTECTIVE EQUIP.	563.20	2,500.00	0	997.69	1,502.31
10-1-0126-7009	CAPITAL OUTLAY	0	3,793,182.00	194,660.00	497,009.00	3,296,173.00
0126 STREET MAINTENANCE		213,971.43	6,460,383.00	333,496.47	2,187,173.83	4,273,209.17

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Account Id	Account Description	Prior Rev/Expd	Anticipated/Budgeted	Current Rev/Expd	YTD Rev/Expd	Balance/Excess/Deficit
10-1-0132-0000	SOLID WASTE	0	0	0	0	0
10-1-0132-1000	SALARIES	18,452.09	165,414.00	14,656.16	94,068.78	71,345.22
10-1-0132-1002	SALARIES - OVERTIME	1,040.72	8,500.00	44.77	2,154.88	6,345.12
10-1-0132-2001	FICA	1,488.16	13,304.00	1,184.80	7,502.16	5,801.84
10-1-0132-2003	RETIREMENT	2,436.32	35,250.00	2,475.93	19,085.67	16,164.33
10-1-0132-2005	MEDICAL PLANS	1,402.37	24,323.00	1,573.23	14,479.28	9,843.72
10-1-0132-2006	GROUP LIFE INSURANCE	85.66	2,167.00	130.30	1,024.93	1,142.07
10-1-0132-2007	DISABILITY INSURANCE	65.64	760.00	0	425.59	334.41
10-1-0132-2009	UNEMPLOYMENT INSURANCE	21.22	40.00	14.45	14.45	25.55
10-1-0132-2010	WORKERS COMPENSATION	0	11,553.00	0	11,553.00	0.00
10-1-0132-2012	UNIFORMS	0	1,100.00	200.00	500.00	600.00
10-1-0132-2013	CLOTHING ALLOWANCE	0	1,800.00	600.00	1,500.00	300.00
10-1-0132-3004	REPAIRS & MAINTENANCE	0	30,000.00	0	82.31	29,917.69
10-1-0132-5309	PROPERTY INSURANCE	0	2,653.00	0	2,653.00	0.00
10-1-0132-5408	VEHICLE & EQUIP. MAINTENANCE	7,193.82	25,000.00	0	7,332.04	17,667.96
10-1-0132-5411	FUEL EXPENSE	2,086.95	25,000.00	1,608.46	4,636.85	20,363.15
10-1-0132-5504	TRAVEL - MEETINGS/EDUCATION	0	0.00	0	100.00	-100.00
10-1-0132-5804	DEPARTMENTAL SUPPLIES	118.48	0.00	0	0	0.00
10-1-0132-5805	SAFETY/PROTECTIVE EQUIP.	138.95	0.00	0	0.00	0.00
10-1-0132-6000	WASTE COLLECTION FEE	63,404.01	385,000.00	33,759.86	204,416.35	180,583.65
10-1-0132-7000	LANDFILL TIPPING FEES	14,470.00	10,000.00	4,193.20	9,213.74	786.26
0132 SOLID WASTE		112,404.39	741,864.00	60,441.16	380,743.03	361,120.97

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Account Id	Account Description	Prior Rev/Expd	Anticipated/Budgeted	Current Rev/Expd	YTD Rev/Expd	Balance/Excess/Deficit
10-1-0133-0000	FLEET MAINTENANCE	0	0	0	0	0
10-1-0133-1000	SALARIES	20,372.20	188,513.00	22,009.92	114,614.44	73,898.56
10-1-0133-1002	SALARIES - OVERTIME	1,360.59	1,500.00	0	2,553.69	-1,053.69
10-1-0133-2001	FICA	1,662.62	14,536.00	1,772.64	9,130.16	5,405.84
10-1-0133-2003	RETIREMENT	2,187.57	40,172.00	4,054.13	25,440.78	14,731.22
10-1-0133-2005	MEDICAL PLANS	903.62	17,336.00	1,010.84	10,000.68	7,335.32
10-1-0133-2006	GROUP LIFE INSURANCE	98.54	2,470.00	187.56	1,225.02	1,244.98
10-1-0133-2007	DISABILITY INSURANCE	74.39	1,070.00	0	482.48	587.52
10-1-0133-2009	UNEMPLOYMENT INSURANCE	23.67	40.00	21.62	21.62	18.38
10-1-0133-2010	WORKERS COMPENSATION	0	2,693.00	0	2,693.00	0.00
10-1-0133-2011	CELL PHONE ALLOWANCE	40.00	480.00	40.00	240.00	240.00
10-1-0133-2012	UNIFORMS	0	600.00	300.00	600.00	0.00
10-1-0133-2013	CLOTHING ALLOWANCE	0	1,800.00	900.00	1,800.00	0.00
10-1-0133-3004	REPAIRS & MAINTENANCE	2,966.06	10,000.00	0	11,144.49	-1,144.49
10-1-0133-5100	ELECTRICAL SERVICE	1,698.90	10,000.00	775.40	4,898.50	5,101.50
10-1-0133-5102	HEATING	1,920.48	5,000.00	2,274.18	3,184.02	1,815.98
10-1-0133-5203	TELECOMMUNICATIONS	124.90	3,500.00	94.32	648.13	2,851.87
10-1-0133-5309	PROPERTY INSURANCE	0	445.00	0	445.00	0.00
10-1-0133-5408	VEHICLE & EQUIP. MAINTENANCE	3,996.97	20,000.00	1,716.00	11,741.50	8,258.50
10-1-0133-5411	FUEL EXPENSE	0	800.00	263.66	579.86	220.14
10-1-0133-5504	TRAVEL - MEETINGS/EDUCATION	20.00	300.00	30.26	130.63	169.37
10-1-0133-5801	DUES & SUBSCRIPTIONS	836.00	7,500.00	0	0	7,500.00
10-1-0133-5804	DEPARTMENTAL SUPPLIES	208.44	36,100.00	3,971.65	16,592.54	19,507.46
10-1-0133-5805	SAFETY/PROTECTIVE EQUIP.	0	1,700.00	0	0	1,700.00
10-1-0133-7009	CAPITAL OUTLAY	0	0.00	0	15,103.00	-15,103.00
0133 FLEET MAINTENANCE		38,494.95	366,555.00	39,422.18	233,269.54	133,285.46

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Account Id	Account Description	Prior Rev/Expd	Anticipated/Budgeted	Current Rev/Expd	YTD Rev/Expd	Balance/Excess/Deficit
10-1-0134-0000	FACILITY MAINTENANCE	0	0	0	0	0
10-1-0134-1000	SALARIES	10,414.00	139,723.00	16,044.49	77,806.09	61,916.91
10-1-0134-1002	SALARIES - OVERTIME	0	500.00	0	386.59	113.41
10-1-0134-2001	FICA	801.54	10,741.00	1,310.70	6,117.53	4,623.47
10-1-0134-2003	RETIREMENT	1,004.77	29,775.00	2,833.68	16,112.81	13,662.19
10-1-0134-2005	MEDICAL PLANS	951.73	27,127.00	1,630.20	12,277.21	14,849.79
10-1-0134-2006	GROUP LIFE INSURANCE	50.09	1,830.00	136.74	818.67	1,011.33
10-1-0134-2007	DISABILITY INSURANCE	38.99	920.00	0	309.69	610.31
10-1-0134-2009	UNEMPLOYMENT INSURANCE	12.36	50.00	15.65	15.65	34.35
10-1-0134-2010	WORKERS COMPENSATION	0	1,638.00	0	1,638.00	0.00
10-1-0134-2012	UNIFORMS	0	600.00	300.00	500.00	100.00
10-1-0134-2013	CLOTHING ALLOWANCE	0	1,800.00	900.00	1,500.00	300.00
10-1-0134-3004	REPAIRS & MAINTENANCE	214,937.59	60,000.00	6,205.84	246,559.71	-186,559.71
10-1-0134-3010	CONTRACT/TECHNICAL SERVICES	0	30,000.00	2,792.60	14,456.74	15,543.26
10-1-0134-3015	ENGINEERING	0	10,000.00	0	500.00	9,500.00
10-1-0134-5100	ELECTRICAL SERVICE	5,625.72	30,000.00	1,285.18	8,603.39	21,396.61
10-1-0134-5102	HEATING	1,078.21	7,000.00	856.12	1,306.27	5,693.73
10-1-0134-5309	PROPERTY INSURANCE	0	33,666.00	0	14,347.00	19,319.00
10-1-0134-5405	CLEANING/JANITORIAL SUPPLIES	58.99	7,500.00	0	234.44	7,265.56
10-1-0134-5408	VEHICLE & EQUIP. MAINTENANCE	791.91	1,000.00	0	68.99	931.01
10-1-0134-5411	FUEL EXPENSE	151.33	1,000.00	125.35	529.19	470.81
10-1-0134-5805	SAFETY/PROTECTIVE EQUIP.	780.00	800.00	0	2,421.41	-1,621.41
10-1-0134-7009	CAPITAL OUTLAY	0	1,200,000.00	42,025.00	374,971.03	825,028.97
10-1-0134-7804	DEBT SERVICE	89,776.96	166,676.00	90,068.05	172,178.99	-5,502.99
0134 FACILITY MAINTENANCE		326,474.19	1,762,346.00	166,529.60	953,659.40	808,686.60

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Account Id	Account Description	Prior Rev/Expd	Anticipated/Budgeted	Current Rev/Expd	YTD Rev/Expd	Balance/Excess/Deficit
10-1-0450-0000	PARKS AND GROUNDS	0	0	0	0	0
10-1-0450-1000	SALARIES	37,265.82	354,285.00	36,673.16	197,250.15	157,034.85
10-1-0450-1002	SALARIES - OVERTIME	0	2,000.00	0	0	2,000.00
10-1-0450-2001	FICA	2,835.43	27,256.00	2,943.87	15,213.19	12,042.81
10-1-0450-2003	RETIREMENT	4,145.99	75,498.00	6,311.99	40,627.50	34,870.50
10-1-0450-2005	MEDICAL PLANS	3,253.56	59,611.00	3,109.48	32,774.11	26,836.89
10-1-0450-2006	GROUP LIFE INSURANCE	180.32	4,641.00	312.52	2,086.37	2,554.63
10-1-0450-2007	DISABILITY INSURANCE	139.87	1,430.00	0	877.65	552.35
10-1-0450-2009	UNEMPLOYMENT INSURANCE	40.98	70.00	33.80	33.80	36.20
10-1-0450-2010	WORKERS COMPENSATION	0	5,878.00	0	5,878.00	0.00
10-1-0450-2011	CELL PHONE ALLOWANCE	40.00	480.00	40.00	240.00	240.00
10-1-0450-2012	UNIFORMS	0	2,500.00	600.00	1,300.00	1,200.00
10-1-0450-2013	CLOTHING ALLOWANCE	0	4,200.00	1,800.00	3,900.00	300.00
10-1-0450-3004	REPAIRS & MAINTENANCE	17,691.41	105,000.00	18,476.60	85,885.86	19,114.14
10-1-0450-5100	ELECTRICAL SERVICE	2,761.71	25,000.00	3,602.01	13,476.19	11,523.81
10-1-0450-5203	TELECOMMUNICATIONS	493.45	5,720.00	550.27	3,619.87	2,100.13
10-1-0450-5309	PROPERTY INSURANCE	0	3,207.00	0	3,207.00	0.00
10-1-0450-5408	VEHICLE & EQUIP. MAINTENANCE	861.74	8,000.00	609.01	6,590.55	1,409.45
10-1-0450-5411	FUEL EXPENSE	841.03	8,000.00	1,088.50	2,843.20	5,156.80
10-1-0450-5504	TRAVEL - MEETINGS/EDUCATION	666.54	2,000.00	0	75.00	1,925.00
10-1-0450-5804	DEPARTMENTAL SUPPLIES	0	250.00	0	0	250.00
10-1-0450-5805	SAFETY/PROTECTIVE EQUIP.	0	1,000.00	0	0	1,000.00
10-1-0450-7009	CAPITAL OUTLAY	173,126.00	282,000.00	0	103,118.37	178,881.63
0450 PARKS AND GROUNDS		244,343.85	978,026.00	76,151.21	518,996.81	459,029.19

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Account Id	Account Description	Prior Rev/Expd	Anticipated/Budgeted	Current Rev/Expd	YTD Rev/Expd	Balance/Excess/Deficit
10-1-0451-0000	LIBRARY	0	0	0	0	0
10-1-0451-3004	REPAIRS & MAINTENANCE	645.84	6,000.00	41.68	275.04	5,724.96
10-1-0451-5100	ELECTRICAL SERVICE	765.72	16,000.00	0	6,622.08	9,377.92
10-1-0451-5102	HEATING	755.68	3,000.00	826.53	1,227.49	1,772.51
	0451 LIBRARY	2,167.24	25,000.00	868.21	8,124.61	16,875.39

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Account Id	Account Description	Prior Rev/Expd	Anticipated/Budgeted	Current Rev/Expd	YTD Rev/Expd	Balance/Excess/Deficit
10-1-0920-0000	COMMUNITY DEVELOPMENT	0	0	0	0	0
10-1-0920-5606	REGIONAL PLANNING COMMISSION	0	7,604.00	0	7,603.20	0.80
10-1-0920-5607	REGIONAL AIRPORT	0	25,000.00	0	25,000.00	0.00
10-1-0920-5608	SOUTH HILL CDA	0	15,250.00	0	0	15,250.00
10-1-0920-5609	COMMUNITY DEVELOPMENT	1,200.00	360,000.00	8,468.38	104,873.16	255,126.84
10-1-0920-5612	SOUTHSIDE RESCUE SQUAD	0	200,000.00	0	200,000.00	0.00
10-1-0920-5614	CHAMBER OF COMMERCE/SHOPS OF SOUTH HILL	0	100,000.00	0	100,000.00	0.00
10-1-0920-5616	SOUTH HILL VOLUNTEER FIRE DEPARTMENT	0	1,025,000.00	0	776,250.00	248,750.00
10-1-0920-5617	SOUTH HILL BREAD BOX	0	10,000.00	0	10,000.00	0.00
10-1-0920-5618	LAB BUS	0	70,802.00	0	35,401.00	35,401.00
10-1-0920-5620	BUSINESS EDUCATION PARTNERSHIP	0	4,000.00	0	4,000.00	0.00
10-1-0920-5622	SOUTH HILL REVITALIZATION	0	20,000.00	0	20,000.00	0.00
10-1-0920-5623	SOUTHERN VA FOOD HUB	0	24,000.00	0	24,000.00	0.00
10-1-0920-5626	COLONIAL CENTER - VCA GRANT AND MATCH	0	9,000.00	9,000.00	9,000.00	0.00
10-1-0920-5629	ROANOKE RIVER RAILS TO TRAILS	0	500.00	0	500.00	0.00
10-1-0920-5630	MECKLENBURG COUNTY SENIOR CITIZENS	0	5,000.00	0	5,000.00	0.00
10-1-0920-7009	CAPITAL OUTLAY	0	500,000.00	0	76,409.72	423,590.28
	0920 COMMUNITY DEVELOPMENT	1,200.00	2,376,156.00	17,468.38	1,398,037.08	978,118.92
	GENERAL FUND Expenditure Totals	1,564,800.68	22,884,115.00	1,282,204.13	9,063,971.99	13,820,143.01

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Account Id	Account Description	Prior Rev/Expd	Anticipated/Budgeted	Current Rev/Expd	YTD Rev/Expd	Balance/Excess/Deficit
30-2-5000-0001	WATER SALES	148,766.13	1,700,000.00	115,238.37	1,059,615.08	-640,384.92
30-2-5000-0002	WATER CONNECTION FEES	0	16,000.00	0	17,000.00	1,000.00
30-2-5000-0004	SEWAGE TREATMENT/LACROSSE	3,171.48	40,000.00	3,480.00	27,835.36	-12,164.64
30-2-5000-0005	SEWAGE TREATMENT/BRODNAX	960.48	20,000.00	1,136.80	7,901.92	-12,098.08
30-2-5000-0006	PENALTIES-PAST DUE SALES	5,068.02	75,000.00	6,479.41	35,161.82	-39,838.18
30-2-5000-0007	INTEREST ON DEPOSITS	11,819.26	100,000.00	0	39,570.29	-60,429.71
30-2-5000-0008	WWTP EXPANSION PAYMENT/LACROSSE	1,455.90	17,470.00	1,455.90	8,735.40	-8,734.60
30-2-5000-0009	WWTP EXPANSION PAYMENT/BRODNAX	727.95	8,735.00	1,069.52	4,709.27	-4,025.73
30-2-5000-0010	SEPTIC TANK HAULERS FEE	9,336.28	60,000.00	-1,273.48	91,575.46	31,575.46
30-2-5000-0011	SET UP FEE - BULK WATER	0	200.00	0	0	-200.00
30-2-5000-0013	CUT ON / TRANSFER FEES	1,200.00	50,000.00	3,450.00	23,620.00	-26,380.00
30-2-5000-0016	LEACHATE TREATMENT	28,459.40	425,000.00	4,964.94	142,996.36	-282,003.64
30-2-5000-0020	TRANSFER FROM FUND BALANCE	0	2,576,924.00	0	0	-2,576,924.00
30-2-5000-0021	TRANSFER FROM GENERAL FUND	0	7,338,288.00	0	0	-7,338,288.00
30-2-5000-0025	MISCELLANEOUS INCOME	6,693.23	2,000.00	0	289,623.95	287,623.95
30-2-5000-0031	SEWER SALES	130,554.89	1,472,000.00	97,285.29	903,302.25	-568,697.75
30-2-5000-0032	SEWER CONNECTION FEES	0	24,000.00	0	15,000.00	-9,000.00
30-2-5000-0493	AMERICAN RESCUE PLAN SEWER COLL GRANT	0	492,580.00	0	0	-492,580.00
30-2-5000-0497	CONSTRUCTION CONTRIBUTION	0	4,258,603.00	0	0	-4,258,603.00
30-2-5000-0580	SALE OF PROPERTY	0	15,000.00	0	0	-15,000.00
WATER & SEWER FUND Revenue Totals		348,213.02	18,691,800.00	233,286.75	2,668,812.45	-16,022,987.55

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Account Id	Account Description	Prior Rev/Expd	Anticipated/Budgeted	Current Rev/Expd	YTD Rev/Expd	Balance/Excess/Deficit
30-0-0000-0000	WATER & SEWER FUND	0	0	0	0	0
30-1-6000-0000	WATER DISTRIBUTION SYSTEMS	0	0	0	0	0
30-1-6000-1000	SALARIES	14,412.03	158,686.00	18,654.15	95,868.34	62,817.66
30-1-6000-1002	SALARIES - OVERTIME	1,798.47	9,000.00	457.62	3,720.20	5,279.80
30-1-6000-1010	INCENTIVE	0	9,700.00	0	0	9,700.00
30-1-6000-2001	FICA	1,234.17	12,828.00	1,503.17	7,618.69	5,209.31
30-1-6000-2003	RETIREMENT	1,817.11	33,816.00	3,046.52	19,233.63	14,582.37
30-1-6000-2005	MEDICAL PLANS	1,179.27	32,172.00	1,724.09	14,427.26	17,744.74
30-1-6000-2006	GROUP LIFE INSURANCE	69.67	2,079.00	158.18	1,014.50	1,064.50
30-1-6000-2007	DISABILITY INSURANCE	62.14	530.00	0	284.49	245.51
30-1-6000-2009	UNEMPLOYMENT INSURANCE	17.42	30.00	18.38	18.38	11.62
30-1-6000-2010	WORKERS COMPENSATION	0	3,537.00	0	3,537.00	0.00
30-1-6000-2012	UNIFORMS	0	1,600.00	200.00	400.00	1,200.00
30-1-6000-2013	CLOTHING ALLOWANCE	0	1,800.00	600.00	1,200.00	600.00
30-1-6000-3004	REPAIRS AND MAINTENANCE	19,454.97	150,000.00	14,195.44	56,956.83	93,043.17
30-1-6000-3010	CONTRACT/TESTING SERVICES	2,530.40	7,000.00	528.82	4,268.29	2,731.71
30-1-6000-3015	ENGINEERING	0	5,000.00	0	0	5,000.00
30-1-6000-5100	ELECTRICAL SERVICE	334.73	3,500.00	1,021.10	3,248.57	251.43
30-1-6000-5203	TELECOMMUNICATIONS	308.68	2,000.00	260.47	1,727.76	272.24
30-1-6000-5309	PROPERTY INSURANCE	0	9,342.00	0	11,183.00	-1,841.00
30-1-6000-5408	VEHICLE & EQUIP. MAINTENANCE	0	4,500.00	0	290.15	4,209.85
30-1-6000-5411	FUEL EXPENSE	292.05	5,000.00	484.90	1,300.16	3,699.84
30-1-6000-5413	VA DEPT OF HEALTH FEES	0	8,000.00	0	7,842.00	158.00
30-1-6000-5504	TRAVEL - MEETINGS/EDUCATION	0	2,000.00	0	655.03	1,344.97
30-1-6000-5700	WATER TANK MAINTENANCE	0	90,000.00	0	77,943.41	12,056.59
30-1-6000-5804	DEPARTMENTAL SUPPLIES	0	200.00	0	0	200.00
30-1-6000-5805	SAFETY/PROTECTIVE EQUIP.	0	600.00	0	0	600.00
30-1-6000-5807	NORTHSIDE INFRASTRUCTURE	0	4,450,000.00	794,078.84	844,852.83	3,605,147.17
30-1-6000-7009	CAPITAL OUTLAY	18,150.60	1,250,000.00	170,932.73	1,082,193.25	167,806.75
30-1-6000-7050	WATER PURCHASES - RRSA	83,891.89	1,300,000.00	103,258.50	631,272.32	668,727.68
30-1-6000-7804	DEBT SERVICE	200,947.78	352,519.00	201,599.34	655,810.70	-303,291.70
	6000 WATER DISTRIBUTION SYSTEMS	346,501.38	7,905,439.00	1,312,722.25	3,526,866.79	4,378,572.21
30-1-6040-8600	TRANSFER TO OTHER FUNDS	0	81,250.00	0	0	81,250.00
	6040 Total	0.00	81,250.00	0.00	0.00	81,250.00

INCOME/EXPENSE REPORT

JANUARY 2026

Account Id	Account Description	Prior Rev/Expd	Anticipated/Budgeted	Current Rev/Expd	YTD Rev/Expd	Balance/Excess/Deficit
30-1-6050-0000	SEWER COLLECTION SYSTEM	0	0	0	0	0
30-1-6050-1000	SALARIES	15,132.58	158,686.00	18,645.72	98,061.37	60,624.63
30-1-6050-1002	SALARIES - OVERTIME	2,025.03	9,000.00	465.83	3,926.30	5,073.70
30-1-6050-2001	FICA	1,299.10	12,828.00	1,564.38	7,907.33	4,920.67
30-1-6050-2003	RETIREMENT	1,932.29	33,816.00	3,059.39	19,786.73	14,029.27
30-1-6050-2005	MEDICAL PLANS	1,230.61	32,172.00	1,740.93	20,031.36	12,140.64
30-1-6050-2006	GROUP LIFE INSURANCE	73.14	2,079.00	158.14	1,041.58	1,037.42
30-1-6050-2007	DISABILITY INSURANCE	47.28	530.00	0	543.04	-13.04
30-1-6050-2009	UNEMPLOYMENT INSURANCE	18.37	30.00	18.37	18.37	11.63
30-1-6050-2010	WORKERS COMPENSATION	0	2,191.00	0	2,191.00	0.00
30-1-6050-2012	UNIFORMS	0	1,600.00	400.00	800.00	800.00
30-1-6050-2013	CLOTHING ALLOWANCE	0	1,800.00	1,200.00	2,400.00	-600.00
30-1-6050-3004	REPAIRS & MAINTENANCE	18,849.60	125,000.00	443.29	49,159.07	75,840.93
30-1-6050-3015	ENGINEERING	3,288.00	20,000.00	0	0	20,000.00
30-1-6050-5100	ELECTRICAL SERVICE	3,349.29	35,000.00	3,617.70	15,915.46	19,084.54
30-1-6050-5203	TELECOMMUNICATIONS	80.02	500.00	0	0	500.00
30-1-6050-5309	PROPERTY INSURANCE	0	8,112.00	0	7,962.00	150.00
30-1-6050-5408	VEHICLE & EQUIP. MAINTENANCE	742.52	25,000.00	1,265.18	9,913.70	15,086.30
30-1-6050-5411	FUEL EXPENSE	1,011.66	10,000.00	3,430.39	9,010.34	989.66
30-1-6050-5504	TRAVEL - MEETINGS/EDUCATION	0	5,000.00	0	0	5,000.00
30-1-6050-5804	DEPARTMENTAL SUPPLIES	483.59	200.00	0	440.63	-240.63
30-1-6050-5805	SAFETY/PROTECTIVE EQUIP.	0	600.00	0	0	600.00
30-1-6050-7009	CAPITAL OUTLAY	135,292.25	7,765,903.00	284,978.17	1,468,099.36	6,297,803.64
30-1-6050-7804	DEBT SERVICE	299,040.65	950,784.00	300,010.27	300,010.27	650,773.73
	6050 SEWER COLLECTION SYSTEM	483,895.98	9,200,831.00	620,997.76	2,017,217.91	7,183,613.09
30-1-6940-8600	TRANSFER TO OTHER FUNDS	0	81,250.00	0	0	81,250.00
	6940 Total	0.00	81,250.00	0.00	0.00	81,250.00

INCOME/EXPENSE REPORT

JANUARY 2026

Account Id	Account Description	Prior Rev/Expd	Anticipated/Budgeted	Current Rev/Expd	YTD Rev/Expd	Balance/Excess/Deficit
30-1-7000-0000	WASTEWATER TREATMENT PLANT	0	0	0	0	0
30-1-7000-1000	SALARIES	34,729.85	349,847.00	36,747.96	187,892.78	161,954.22
30-1-7000-1002	SALARIES - OVERTIME	0	2,000.00	0	286.50	1,713.50
30-1-7000-1004	SALARIES - PART TIME	1,012.19	11,000.00	1,518.28	5,313.96	5,686.04
30-1-7000-2001	FICA	2,720.35	27,758.00	3,051.23	15,012.92	12,745.08
30-1-7000-2003	RETIREMENT	4,735.97	74,552.00	6,065.80	38,682.08	35,869.92
30-1-7000-2005	MEDICAL PLANS	1,991.85	40,034.00	2,266.08	19,000.12	21,033.88
30-1-7000-2006	GROUP LIFE INSURANCE	164.63	4,583.00	312.68	2,027.89	2,555.11
30-1-7000-2007	DISABILITY INSURANCE	121.76	1,600.00	0	788.44	811.56
30-1-7000-2009	UNEMPLOYMENT INSURANCE	34.41	80.00	30.30	33.92	46.08
30-1-7000-2010	WORKERS COMPENSATION	0	4,280.00	0	4,430.00	-150.00
30-1-7000-2012	UNIFORMS	0	300.00	400.00	800.00	-500.00
30-1-7000-2013	CLOTHING ALLOWANCE	0	2,400.00	1,200.00	2,400.00	0.00
30-1-7000-3004	REPAIRS & MAINTENANCE	3,166.24	175,000.00	21,126.18	66,859.11	108,140.89
30-1-7000-3010	CONTRACT/TESTING SERVICES	2,025.80	35,000.00	2,245.20	17,731.72	17,268.28
30-1-7000-3012	LEGAL EXPENSES	0	20,000.00	0	0	20,000.00
30-1-7000-3015	ENGINEERING	5,000.00	50,000.00	8,525.00	8,525.00	41,475.00
30-1-7000-5100	ELECTRICAL SERVICE	8,299.78	130,000.00	9,068.38	60,111.77	69,888.23
30-1-7000-5203	TELECOMMUNICATIONS	365.86	3,950.00	565.72	2,715.28	1,234.72
30-1-7000-5309	PROPERTY INSURANCE	0	10,718.00	0	10,718.00	0.00
30-1-7000-5405	CLEANING & JANITORIAL	0	500.00	0	0	500.00
30-1-7000-5408	VEHICLE & EQUIP. MAINTENANCE	0.00	5,000.00	0	163.32	4,836.68
30-1-7000-5411	FUEL EXPENSE	2,181.83	15,000.00	389.75	6,759.52	8,240.48
30-1-7000-5413	DEQ FEES	0	25,000.00	0	11,218.00	13,782.00
30-1-7000-5415	CHEMICALS	0	22,000.00	0	4,439.00	17,561.00
30-1-7000-5416	LAB SUPPLIES	0	12,000.00	275.10	5,439.31	6,560.69
30-1-7000-5419	DISPOSAL EXPENSE	6,907.79	60,000.00	11,331.16	31,822.97	28,177.03
30-1-7000-5504	TRAVEL - MEETINGS/EDUCATION	102.00	10,000.00	0	2,618.61	7,381.39
30-1-7000-5804	DEPARTMENTAL SUPPLIES	444.57	2,000.00	61.68	521.59	1,478.41
30-1-7000-5805	SAFETY/PROTECTIVE EQUIP.	0	2,000.00	48.41	156.14	1,843.86
30-1-7000-7009	CAPITAL OUTLAY	0	207,000.00	0	49,268.00	157,732.00
30-1-7000-7804	DEBT SERVICE	64,327.46	119,428.00	64,536.03	64,536.03	54,891.97
	7000 WASTEWATER TREATMENT PLANT	138,332.34	1,423,030.00	169,764.94	620,271.98	802,758.02
	WATER & SEWER FUND Expenditure Totals	968,729.70	18,691,800.00	2,103,484.95	6,164,356.68	12,527,443.32

Items for Approval
South Hill Town Council Meeting
February 9, 2026

1. Town Manager Report
 - a. Golf Carts and Low-Speed Vehicles
2. Human Resources Manager Report
 - a. Employee Handbook Updates

Agenda Item A

To: Mayor and Town Council
From: Town Manager
Date: February 9, 2026
Re: Golf Carts and Low-Speed Vehicles

Based on prior Council discussions and a shared interest in exploring options to allow golf carts and low-speed vehicles (LSVs, or street-legal golf carts) within Town limits, staff has researched applicable state code and potential regulatory approaches. The following options are provided for Council consideration.

Under current state law, LSVs are permitted on roadways with posted speed limits of 35 mph or less. Golf carts are not permitted unless authorized by local ordinance. The Town has not adopted such an ordinance to date. If Council elects to pursue an ordinance, staff recommends treating golf carts and LSVs the same for clarity and ease of enforcement.

Options for Consideration:

Option 1 – No Action (Status Quo)

- Golf carts remain prohibited.
- LSVs allowed per state code on roadways up to 35 mph.
- No Council action required.

Option 2 – Allow on all Roadways up to 25 mph

- Adopt an ordinance allowing golf carts and LSVs on all Town roadways with posted speed limits of 25 mph or less. (See Golf Cart Map 1 – *yellow highlighted areas*.)

Option 3 – Allow up to 25 mph, Excluding Major Highways

- Adopt an ordinance allowing golf carts and LSVs on roadways up to 25 mph, excluding Routes 1, 47, and Route 58 Business except to cross at a stoplight. (See Golf Cart Map 2 – *red highlighted areas*.)

Option 4 – Designated Golf Cart Zones by Application

- Allow golf carts and LSVs only in designated residential or neighborhood zones. (See Golf Cart Map 3 – *residential zones*.)
- Requires resident petitions and an application/approval process.

For Council's discussion and consideration.

Recommended Motion

Option 2 – I move to schedule a public hearing for Town Council’s regularly scheduled March meeting to hear comments on an ordinance allowing golf carts and low-speed vehicles on up to 25 mph roadways.

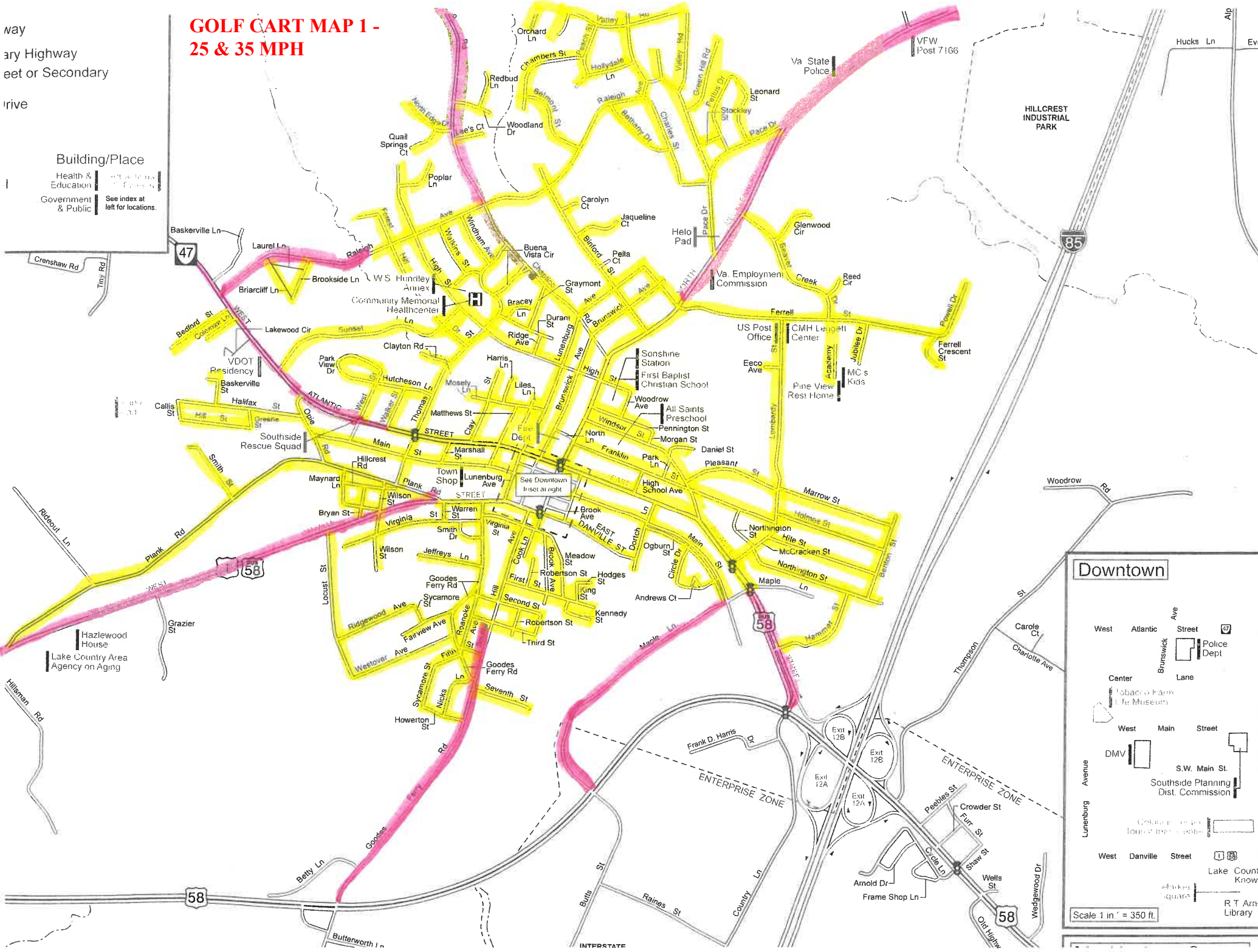
Option 3 – I move to schedule a public hearing for Town Council’s regularly scheduled March meeting to hear comments on an ordinance allowing golf carts and low-speed vehicles on up to 25 mph roadways, excluding Routes 1, 47, and Route 58 Business except to cross at a stoplight.

Option 4 – I move to schedule a public hearing for Town Council’s regularly scheduled March meeting to hear comments on an ordinance allowing golf carts and low-speed vehicles only in designated residential or neighborhood zones approved through an application process.

GOLF CART MAP 1 - 25 & 35 MPH

way
ary Highway
eet or Secondary
rive

Building/Place
Health & Education
Government & Public
See index at left for locations.



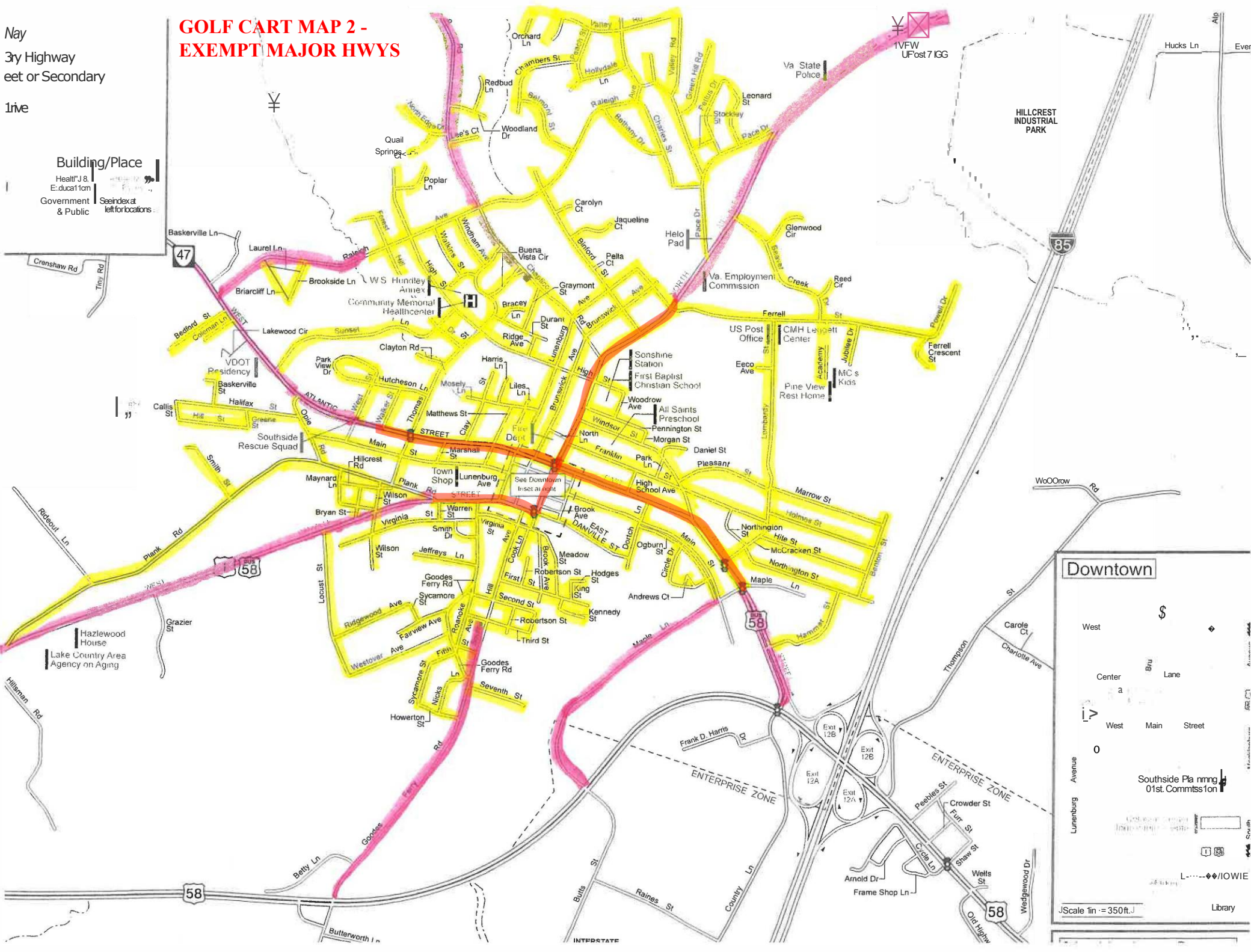
Downtown

This inset map provides a simplified overview of downtown Danville. It shows the main streets (Main, Atlantic, Danville) and key locations marked with icons and labels: Police Dept, DMV, S.W. Main St. Southside Planning Dist. Commission, Lake Country Knowle, and R.T. Arno Library. A scale bar at the bottom indicates that 1 inch equals 350 feet.

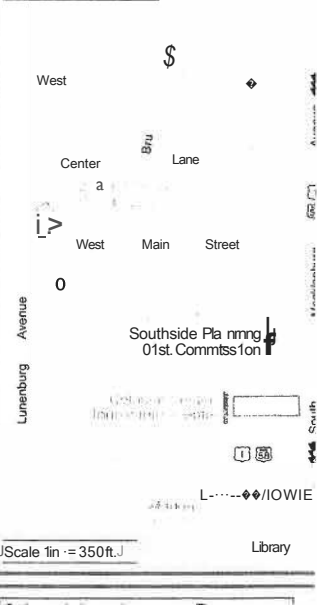
May
3rd Highway
Street or Secondary
Drive

GOLF CART MAP 2 - EXEMPT MAJOR HWYS

Building/Place
Health & Education
Government & Public
See index at left for locations



Downtown

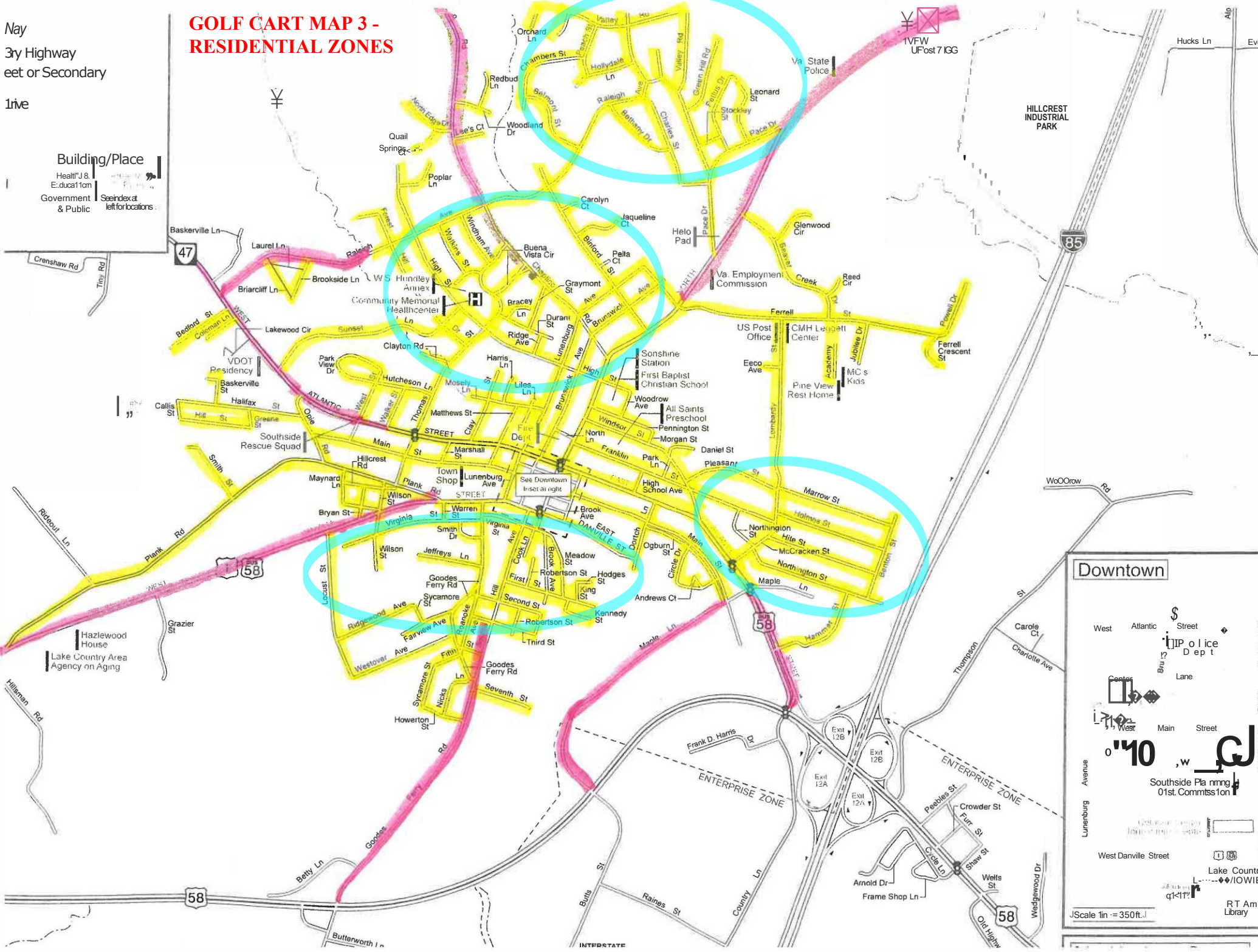


GOLF CART MAP 3 - RESIDENTIAL ZONES

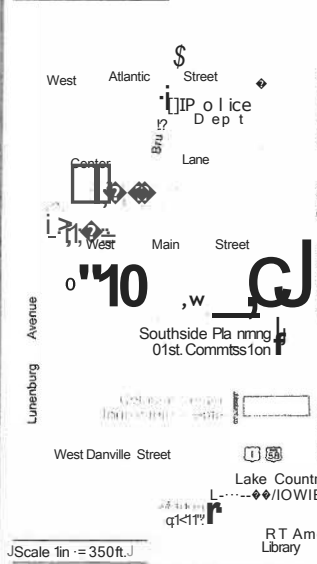
May
3rd Highway
East or Secondary
Drive

Building/Place

Health & Education
Government & Public
See index at left for locations



Downtown



Agenda Item B

To: Mayor and Town Council
From: Human Resources Manager
Date: January 30, 2026
Re: Recommendation to Update Employee Handbook - Town of South Hill

Why These Updates Matter

Regular updates ensure our policies:

- Comply with current laws and regulations
 - Reflect best practices
 - Provide clarity and consistency to all employees
-

Updates/Changes

The following is an addition to our current Drug and Alcohol Policy and Controlled Substance and Alcohol Testing Policy:

NEW – we have added employees performing Safety-Sensitive Positions to the Controlled Substance and Alcohol Testing Policy, in addition to those related to the operation of Commercial Motor Vehicles. This addition includes law enforcement officers within the Police Department.

NEW Employee Benefit: The Town would like to implement an Employee Referral Program. The Town welcomes an inclusive environment within our organization. Our goal is to attract a diverse range of talent by employing a recruitment process that evaluates candidates based on skills, experience and alignment with our core values. We highly value our existing employees as essential assets who can assist us in broadening our candidate pool and advancing our evolving workforce. To acknowledge their contributions, we would like to implement an employee referral program exclusively available to our employees. A copy of this new benefit and process has been included in your packets for review and consideration for approval.

Effective Date of Changes

These handbook updates are anticipated to go into effect upon Council approval at the February 2026 meeting.

Recommended Motion

I would like to recommend Council make a motion to approve the updates and changes to the Town of South Hill Employment Policy Handbook for the effective date of February 10, 2026.

I. ~~Drug~~ DRUG AND ALCOHOL POLICY

- A. The Town of South Hill is committed to the safety and well-being of its employees and the public it serves. It is the Town's intent to establish and maintain a work environment free from the adverse effects of drugs, alcohol and other controlled substances. Employees reporting to work must be able to perform their assigned duties safely and competently; free from impairment due to drugs, alcohol or controlled substances, which influence judgment and job performance and may result in accident or injury to self, other employees, or the public.
- B. This policy applies to all applicants, employees, contractors, subcontractors, suppliers and vendors. Its provisions are required as a condition of employment, continued employment, and/or a condition of doing business with the Town of South Hill. It establishes guidelines and procedures for drug and alcohol screening, as well as rehabilitative measures and potential disciplinary actions.
- C. With the Town Manager's approval, individual departments may establish additional procedures to further support and maintain a drug and alcohol-free workplace and to comply with department specific laws and regulations.
- D. The Town seeks to:
 - 1. Ensure that employees are not impaired in their ability to perform assigned duties in a safe, productive, and healthy manner.
 - 2. Create a workplace environment free from the adverse effects of drug abuse and alcohol misuse.
 - 3. Prohibit the unlawful manufacture, distribution, dispensing, possession, or use of controlled substances.
 - 4. Encourage employees to seek professional assistance anytime personal problems, including alcohol or drug dependency, adversely affect their ability to perform their assigned duties.
 - 5. Comply with all applicable Federal regulations governing workplace anti-drug and alcohol programs including The Federal Transit Administration (FTA), the U.S. Department of Transportation (DOT) standards for Commercial Drivers' License (CDL) holders, and the federal government's "The Drug-Free Workplace Act of 1988,"¹ as amended.
- E. Definitions. For ~~the~~ purposes of this Policy, the specified terms are defined as follows:
 - 1. "Adulterant" means any chemical additive or foreign substance that blocks or is intended to block marijuana, cocaine, and other drugs from being detected in a urine drug screening.
 - 2. "Alcohol" means ethyl alcohol as ethanol, and includes any substance containing alcohol that is for consumption.

3. "Town property" includes all property, facilities, offices, buildings, structures, fixtures, trailers, equipment, automobiles, trucks, all other vehicles, and parking areas, whether owned, leased, used or under the control of the Town. This may also include other work locations, or to and from such locations while in the course and scope of employment by the Town.
4. "Controlled Substance" means a controlled substance in Schedules I through V of Section 202 of the Controlled Substances Act (21 U.S.C. § 812).
5. "Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes.
- ~~4-6.~~ "Criminal Drug Statute" means a criminal statute involving manufacture, distribution, dispensation, use, or possession of any controlled substance.
- ~~2-7.~~ "Drug or alcohol test" means and includes urine drug tests, blood tests, urine alcohol tests, blood alcohol tests, and breathalyzer alcohol tests.
- ~~3-8.~~ "Drug Related Paraphernalia" means any unauthorized material, equipment, or item used or designed for use in testing, packaging, storing, selling, weighing, injecting, ingesting, inhaling, or otherwise used in introducing into the human body illegal or unauthorized drugs.
- ~~4-9.~~ "Employee" means any individual who is hired or performs work for the Town.
- ~~5-10.~~ "Illegal or Unauthorized Drug" means any drug that is not legally obtainable or that is legally obtainable, but has not been legally obtained. This term includes marijuana and related products, regardless of whether legally obtained. This term also includes prescription drugs for which the employee has no prescription, or that the employee is using in a manner other than as prescribed by the employee's physician, and over-the-counter drugs not being used according to the manufacturer's directions.
- ~~6-11.~~ "Legal Drug" includes any prescribed drug or over-the-counter drug that has been legally obtained and is being used for the purposes for which it was prescribed or manufactured.
12. "Medical Review Officer" means a licensed physician responsible for receiving laboratory results generated by the Town's drug testing program who has knowledge of substance abuse disorders and has appropriate medical training to interpret and evaluate an individual's confirmed positive test result together with his or her medical history and any other relevant biomedical information.
13. Safety Sensitive Positions: The group of positions to be included in random drug and alcohol testing and that include positions in which it is reasonably foreseeable that, if the employee performs the position's routine duties while under the influence of drugs or alcohol, the employee could suffer a lapse of attention or other temporary deficit that

would likely cause actual, immediate, and serious bodily injury or loss of life to self or others. This list includes, but is not limited to, any of the following:

a. All sworn and non-sworn employees of the Police Department.

a-b. Employees who operate heavy equipment or machinery.

Commented [JM1]: Are there other positions that can be considered "Safety-sensitive" that you want to add?

Commented [SA2R1]: My understanding is that there are no fire or EMS employees any longer given the MOU for the volunteer fire company to take over. Please confirm, such that they would NOT be subject to this policy.

Commented [KM3R1]: Confirmed by KM

7.14. "Under the Influence" means that the employee is affected by any illegal or unauthorized drug or alcohol, or the combination of these, in any detectable manner. A determination of such influence can be established by professional opinion, a scientifically valid examination or, in some cases, by a layperson's opinion. For the purposes of this policy, a person with an alcohol blood level of 0.04 is deemed under the influence and in violation of this policy.

A. General Policy Statement. The unlawful manufacture, use, possession, sale, purchase, dispensation, distribution, or being under the influence of controlled substances, illegal or unauthorized drugs, marijuana, or alcohol while on Town property including parking lots, in Town vehicles, at the site for performance for any work for the Town, or while on Town time off premises is strictly prohibited. Violation of this policy, as well as conviction under any drug statute including, but not limited to, conviction for drug use, possession, or sale, anywhere by an employee will be reason for disciplinary action up to and including termination. The refusal to submit to a drug or alcohol test prescribed by this policy is grounds for disciplinary action up to and including termination. As a condition of employment with the Town, employees must abide by the terms and conditions of this Drug and Alcohol Policy and further must notify the Town in writing of any criminal drug statute conviction involving a violation occurring at the workplace, no later than five (5) days after such conviction. Legal prescription drugs and "over the counter" medications must be used in accordance with the medication directions and consistent with this policy.

B. Drug and Alcohol Testing Program

a. Reasonable Suspicion. All employees are subject to reasonable suspicion testing. The determination for testing should be made by a trained supervisor, with corroboration by a witness if possible. Reasonable suspicion is a belief based on objective facts sufficient to lead a prudent supervisor or manager, who has been trained previously in detecting drug and alcohol use, to suspect that the employee, or other person, is using a prohibited drug, alcohol, or substance. The facts that lead to the reasonable suspicion must be based on specific, contemporaneous, articulate observations concerning the appearance, behavior, speech, or body odor of the employee. Reasonable suspicion includes (a) inappropriate behavior or performance problems on the job, (b) observable indications of substance use, or (c) actual observance of the individual taking drugs or alcohol. Such conduct must be witnessed by at least two trained supervisors or other trained Town officials if feasible. If not feasible, then only one such witness will be sufficient.

Commented [SA4]: Training will be an important component here. There should be plenty of resources out there to help with providing such training, and it would be best if as many supervisors were trained as possible.

Commented [KM5R4]: Training was held in 2024. We will coordinate annual training for all managers moving forward.

b. Post-Accident Testing. The Town may conduct post-accident testing when the employee is on Town business and directly involved in a vehicle or on-the-job accident in which the circumstances show that the employee either caused the accident, or failed to take reasonable measures to avoid the accident; and the accident caused/resulted in bodily injury requiring medical treatment away from the scene or property damage requiring towing of either vehicle from the scene.

c. Random Testing. Employees in Safety-Sensitive Positions shall submit to unannounced random drug and alcohol testing. The HR Manager will notify the employee's supervisor or designee when the employee's name is randomly selected for testing. When the supervisor notifies the employee that they have been selected for random testing, the employee must immediately proceed to the collection site. Employees subject to random testing will be randomly selected by a computer-generated program using a random sampling method.

Commented [JM6]: What position would be in charge of implementing the random testing?

Commented [KM7R6]: HR Manager

C. Testing Procedures

1. Any employee who refuses to be tested or who attempts to alter or tamper with a sample, tests positive for an adulterant, or any other part of the testing process will be subject to disciplinary action up to and including termination.
2. All drug or alcohol testing will be performed by a certified laboratory or other licensed health care provider chosen by the Town. Additionally, the Town will test for the use of adulterants. All positive results for the use of adulterants will be considered positive results for illegal or unauthorized drugs. All positive results will be subject to confirmation testing. All testing will be performed with concern for each person's personal privacy, dignity and confidentiality. The results of any testing will be considered a confidential record disseminated strictly on a need to know basis or as may be legally required including the use of the results by the Town in any proceeding involving the employee before any administrative agency, court or other trier of fact in which the taking and results of such testing becomes an issue, defense or is otherwise relevant to action.
3. The test shall be administered so as to preserve and protect the integrity of the test sample whether blood or urine and it will be properly handled so as to account for its transfer from one individual to the other in the process of taking it to be examined.

D. Drug Free Awareness Program.

1. To assist employees and their families to understand and to avoid the perils of drug abuse, the Town has developed a comprehensive Drug Awareness Program. The Town will use this program in an educational effort to prevent and eliminate drug abuse that may affect the workplace. The Drug Awareness Program will

inform employees about: (1) the dangers of drug abuse in general and in the workplace; (2) the terms of this policy; (3) the availability of treatment and counseling for employees who voluntarily seek such assistance; (4) sanctions for violations of the Town's Drug and Alcohol Policy; and (5) training for managers and supervisors.

2. Early recognition and treatment of drug abuse are important for successful rehabilitation. Whenever feasible, the Town will assist employees in overcoming drug abuse by providing information on treatment opportunities and programs. However, the decision to seek diagnosis and accept treatment for drug abuse is primarily the individual employee's responsibility. Employees with drug abuse problems should request assistance from the Town. The Town will treat all such requests as confidential and will refer the employee to the appropriate treatment and counseling services. Employees who voluntarily request the Town's assistance in dealing with a drug abuse problem may do so without jeopardizing their continued employment, provided they strictly adhere to the terms of their treatment and counseling program. All costs for this or any program will be paid by the individual. At a minimum, these terms include the immediate cessation of any use of drugs, and participation, where required by a program, in periodic unannounced testing for a 24-month period following enrollment in the program.



Town of South Hill Employee Referral Form

Employee Information

Last Name:	_____	First Name:	_____	MI:	_____
Department:	_____				
Email Address:	_____		Contact Phone:	_____	
Are you involved in the recruitment process for your department? <input type="checkbox"/> Yes <input type="checkbox"/> No					
Relationship to candidate:	_____				

Candidate Information

Last Name:	_____	First Name:	_____	MI:	_____
Home Address:	_____				
City:	_____	State:	_____	Zip Code:	_____
Email Address:	_____		Contact Phone:	_____	
Position referred for:	_____				
Department:	_____				

Employee Referral Program

The Town of South Hill welcomes an inclusive environment within our organization. Our goal is to attract a diverse range of talent by employing a recruitment process that evaluates candidates based on skills, experience and alignment with our core values. We highly value our existing employees as essential assets who can assist us in broadening our candidate pool and advancing our evolving workforce. To acknowledge their contributions, we have implemented a referral program exclusively available to our employees.

A. Eligibility: All Full time employees are eligible to refer up to a maximum of two (2) candidates per fiscal year. Candidates can only be referred to approved full-time open positions. Employees must be employed by the Town for at least two (2) years or more and may not be in any disciplinary process. Referred candidates may not be current employees of any status (temporary, part-time, full-time, intern, etc.), former employees, or immediate relatives (spouse, sibling, in-law, parent, etc.).

B. Referral Incentive: Eligible and approved incentives will be paid out in the amount of \$1,500 per referral (taxable income). Incentives will be distributed in two or three phases:

- **Non-Certified Police Officers**
 - \$500 following 30 days of hire date of selected candidate
 - \$500 upon successful completion of the Basic Police Academy
 - \$500 upon successful completion of the Field Training Program
- **Certified Police Officers or Other Full Time Hired Candidate**
 - \$750 following 30 days of hire date of selected candidate
 - \$750 following completion of six-month satisfactory introduction period

C. Referral Process: The referring employee must complete the required Town of South Hill Referral Form. Forms must be received by the HR Department prior to the job posting closing date. **Police Department Referrals Only: Employees must submit a letter of referral to the Chief of Police identifying the candidate. A copy of this referral letter must accompany the required Town of South Hill Referral Form.**

No referral forms will be accepted for a closed or non-posted position. Referred candidates may only be referred once. If the candidate is not selected for an open position, he/she cannot be referred for another open position unless approved by HR. To ensure integrity and non-biases, no employee who refers a candidate shall participate in any of the hiring process (interviews, background checks, testing, etc.). Town employees excluded from this policy include department supervisors/department heads, Chief of Police, Deputy Chief, Town Manager, HR Manager, or the hiring manager of an open position.

I acknowledge that I have reviewed and comprehended to Town of South Hill's employee referral guidelines and incentive distribution phases.

Employee Signature: _____ Date: _____

Candidate Signature: _____ Date: _____

For Human Resources and Finance Department Use Only:

____ Approved ____ Denied

Candidate Hire Date: _____ End of Probation Period: _____

Processed By: _____ Date Received: _____

Payment: _____ Date: _____

Payment: _____ Date: _____

Payment: _____ Date: _____

Return Signed and Completed Form to:

Human Resources Department

southhill@southhillva.org

211 S. Mecklenburg Ave.

South Hill, VA 23970

Reports to Accept as Presented

South Hill Town Council Meeting

February 9, 2026

1. Police Report
2. Municipal Services Report
3. Parks, Facilities, and Grounds Report
 - b. 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
January 2026

Activity:

	Jan 26	Dec 25	Jan 25
• Traffic Stops	47	149	129
• Traffic Summons Issued	31	96	94
• DUI Arrests	1	4	5
• Reportable/Non-Reportable Vehicle Crashes	29	44	23
• TDO/ECO Hours	29	--	--

Criminal Reports:

○ Larcenies Reported	11	16	8
○ Larcenies Cleared	6	9	4
○ Assaults Reported	2	4	7
○ Assaults Cleared	2	4	7
○ Break Ins Reported	0	0	1
○ Break Ins Cleared	0	0	0
○ Murders	0	0	0
○ Murders 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



434-447-3104

Service



Honor



434-955-2101

Pride

Dedication

○ Arsons Reported	0	0	0
○ Arsons Cleared	0	0	0
○ Other Reportable Offenses	17	20	15
○ All Other Reportable Offenses Cleared	8	14	13

Calls for Service:

	Jan 26	Dec 25	Jan 25
• Alarms	40	21	20
• Animal Complaints	10	14	16
• Disturbance Calls	23	23	21
• Police Escorts Business/Funeral	5	16	20
• 911 Hang Up Calls/Open Lines	26	18	28
• Vehicle Unlocks	29	28	32
• Vandalisms	1	0	3
• All Other Calls for Service	658	573	1078
• Total Calls for Service	787	672	1218
• Property Reported Stolen	\$19924	\$9045	\$77876
• Property Recovered	\$15370	\$4019	\$140850

Miscellaneous:

• Court	8	0	12
• Training Hours	6	12	138
• Warrants Issued/Served	21	37	34
• Inoperative Vehicles Tagged	0	2	225
• Inoperative vehicles Tagged YTD	0	67	25

Administrative News

The following completed trainings in January 2026:

- Donna Burch – DMV Grant Application Workshop – Virtual
- Joanna Fitts – VCIN Security & Privacy General – online
- Det. Amanda Parker – FTO Recertification -online

Lidar and Tuning Fork calibrations were completed.

Agenda Item A

To: Mayor and Town Council
From: Director of Municipal Services
Date: February 9, 2026
Re: Municipal Services Projects

It has been a very long and trying month with numerous crews repairing water leaks in the very cold weather and having to work the weekends for snow removal on the public streets. Numerous hours of overtime have been recorded and very little time off for the crews. The Town is fortunate to have such a great crew that keeps the water service uninterrupted and the streets clear of snow and ice.

The Town awarded the residential garbage collection to Meridan several months ago with a start date of February 2, 2026. The last two weeks of January have seen seven tractor trailer loads of garbage and recycle cans delivered. A subcontractor for Meridan unloaded the trucks and delivered the new cans to residents. The weather, again, was not favorable for the deployment of the new cans. GFL should be collecting their cans the first week of February. The ladies answering the phones at the Town office have caught the brunt of the disgruntled customers. These ladies have fielded the calls from the upset residents with great care.

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

- Northeast Waterline- Thompson Street/Alpine Lane to North Mecklenburg Avenue, approximately 3,000 feet of 12" waterline has been installed, weather has interrupted installation.
- Raleigh Avenue sewer extension- Coastal Utilities, Inc. awaiting arrival of materials so construction will begin soon.
- Howerton/Sycamore Neighborhood project- 6" waterline started being installed until inclement weather interrupted the installation.

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- easement deeds have been prepared and submitted to the Town by the attorney.
- Rt 58 Bypass water and sewer extension- attorney has delivered the easement documents, still awaiting the deed for the new pump station site. Town is seeking owners agreements for the easements.

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

Agenda Item A

To: Mayor and Town Council
From: Parks/Facilities
Date: February 9, 2026
Re: Monthly Update

- Musco completed the light installation at the basketball courts at Parker Park on February 2nd. Everything is working as it should and we are excited to utilize them.
- The IT project in Town Hall will begin in 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 extended to February 9th. After a study that was done by Mosely, some insulation needed to be added to the bid. The study also found that we will need to add a fresh air ventilation system to prevent any possibility of a repeat of what happened before. Mosely will be working with Southern Air to handle this project and it will be separate from the initial bid.
- The Parks crew will be looking at field maintenance to begin preparing for the spring season. Addition material will be added throughout the fields; this will include edging, warning tracks, adding turf, etc., weather permitting.
- Barker Construction is ready to pour the new concrete dugouts on Softball fields 1 and 2. The recent weather has delayed the construction of this project, but it will be finished this month. New benches will also be added to each dugout once the project is completed.
- Facilities crew tried to repair the lights at Shalag and was unsuccessful. 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 were installed, only to find other issues that have been discovered. A contractor has been contacted, and we are waiting for repairs. The Town is currently trying to get Dominion to take over the responsibility of these light poles. Still waiting on conditions favorable to complete this work.

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

South Hill Facilities Reservation Record 2026

<u>DATE</u>	<u>GROUP</u>	<u>PURPOSE</u>	<u>TIME</u>	
1/16/2026	SURFIN' HEN POP SHOP	FOOD TRUCK	10:30AM-2:30PM	
1/23/2026	DESTINATION THERAPY	MASSAGES	9AM-5PM	
1/26/2026	DESTINATION THERAPY	MASSAGES	9AM-5PM	
2/6/2026	DESTINATION THERAPY	MASSAGES	9AM-5PM	
2/9/2026	DESTINATION THERAPY	MASSAGES	9AM-5PM	
2/20/2026	DESTINATION THERAPY	MASSAGES	9AM-5PM	
2/23/2026	DESTINATION THERAPY	MASSAGES	9AM-5PM	
3/6/2026	DESTINATION THERAPY	MASSAGES	9AM-5PM	
3/9/2026	DESTINATION THERAPY	MASSAGES	9AM-5PM	
3/20/2026	DESTINATION THERAPY	MASSAGES	9AM-5PM	
3/23/2026	DESTINATION THERAPY	MASSAGES	9AM-5PM	
4/3/2026	DESTINATION THERAPY	MASSAGES	9AM-5PM	
4/13/2026	DESTINATION THERAPY	MASSAGES	9AM-5PM	
4/17/2026	DESTINATION THERAPY	MASSAGES	9AM-5PM	
4/27/2026	DESTINATION THERAPY	MASSAGES	9AM-5PM	
5/1/2026	DESTINATION THERAPY	MASSAGES	9AM-5PM	
5/1/2026	TOWN OF SOUTH HILL	FOOD TRUCK RODEO	5PM-8PM	
5/11/2026	DESTINATION THERAPY	MASSAGES	9AM-5PM	
5/15/2026	DESTINATION THERAPY	MASSAGES	9AM-5PM	
5/25/2026	DESTINATION THERAPY	MASSAGES	9AM-5PM	
5/29/2026	DESTINATION THERAPY	MASSAGES	9AM-5PM	
6/5/2026	TOWN OF SOUTH HILL	FOOD TRUCK RODEO	5PM-8PM	
6/8/2026	DESTINATION THERAPY	MASSAGES	9AM-5PM	
6/12/2026	DESTINATION THERAPY	MASSAGES	9AM-5PM	
6/22/2026	DESTINATION THERAPY	MASSAGES	9AM-5PM	
6/26/2026	DESTINATION THERAPY	MASSAGES	9AM-5PM	

South Hill Facilities Reservation Record 2026

<u>DATE</u>	<u>GROUP</u>	<u>PURPOSE</u>	<u>ATTENDANCE</u>	<u>TIME</u>	<u>VENUE</u>
2/6/2026	CMH FOUNDATION - MAKAYLA BARNES	OYSTER FUNDRAISER SETUP	200-250	ALL DAY	SOUTH HILL EXCHANGE
2/7/2026	CMH FOUNDATION - MAKAYLA BARNES	OYSTER FUNDRAISER	200-250	2PM-6PM	SOUTH HILL EXCHANGE
2/21/2026	SOUTH HILL CHAMBER OF COMMERCE	TEAZE CONCERT	400	12PM-1AM	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
4/4/2026	TOWN OF SOUTH HILL/CITY OF REFUGE	2ND ANNUAL COMMUNITY EGG HUNT	150	ALL DAY	CENTENNIAL PAVILION & AMPHITHEATER
5/2/2026	SIMPLY JAY'S CREATIVITY LLC (JAYLAH BRODNAX)	COMMUNITY/VENDOR EVENT	100 OR MORE	ALL DAY	CENTENNIAL PAVILION & AMPHITHEATER
5/23/2026	ANTIDOTE PODCAST (ANTHONY HAYES)	ONE TIME EVENT	OPEN INVITE	11AM-3PM	CENTENNIAL AMPHITHEATER
5/23/2026	TINA HARRELL & KAREN RHODES	FAMILY REUNION	50	ALL DAY	CENTENNIAL PAVILION
5/30/2026	WILLIAMS FAMILY COOKOUT	COOKOUT	50	ALL DAY	CENTENNIAL PAVILION
6/14/2026	ANNETTE RICHARDSON	FAMILY REUNION	50	12PM-7PM	CENTENNIAL PAVILION
6/20/2026	SAUNDERS-PHILLIPS FAMILY (JOYCE FIELDS)	FAMILY REUNION	50	10AM	CENTENNIAL PAVILION
7/18/2026	NORTH VIEW BAPTIST CHURCH	FAMILY & FRIENDS DAY	150	ALL DAY	CENTENNIAL PAVILION
8/7/2026	TOWN OF SOUTH HILL	2ND ANNUAL BACK TO SCHOOL BASH	150	4PM-8PM	CENTENNIAL PAVILION & AMPHITHEATER
9/12/2026	WHITTLE GROVE BAPTIST CHURCH	CHURCH OUTING	75	ALL DAY	CENTENNIAL PAVILION
10/17/2026	TOWN OF SOUTH HILL/SOUTH HILL REVITALIZATION	AUTUMN JUBILEE	150	ALL DAY	CENTENNIAL PAVILION & AMPHITHEATER
11/18-11/20/2026	FRIENDS OF THE LIBRARY	HOLIDAY BAZAAR SETUP		ALL DAY	SOUTH HILL EXCHANGE
11/21/2026	FRIENDS OF THE LIBRARY	HOLIDAY BAZAAR		ALL DAY	SOUTH HILL EXCHANGE
12/4-12/5/2026	TOWN OF SOUTH HILL	HOMETOWN CHRISTMAS	500+	ALL DAY	CENTENNIAL PAVILION & AMPHITHEATER

PERMIT AND INSPECTION REPORT FOR : JANUARY 2026

	INSPECTIONS	PERMITS	FEEES
BUILDING	12	2	\$45.90
MECHANICAL	1	3	\$308.55
PLUMBING	10	6	\$383.52
ELECTRICAL	12	9	\$204.00
FIRE PROT	0	1	\$12,240.00
SIGN	0	0	\$0.00
LAND DIST	0	0	\$0.00
TOTALS	35	21	\$13,181.97

RECAP OF EXEMPT PERMITS:

TYPE OF PERMIT	\$ THIS MONTH	\$ YTD
UEZ	\$0.00	\$0.00
REHAB	\$0.00	\$0.00
GENERAL	\$660.82	\$660.82

WORK VALUE	\$2,640,371.00	\$2,640,371.00
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FYTD	Fees	\$528,453.03	Work Value	\$108,493,506.16
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NEW BUSINESSES IN TOWN OF SOUTH HILL

1/1/2026 –1/31/2026

J & S Retail – 935 W. Atlantic St. – Flea Market Vendor

Amissa Riley – 935 W. Atlantic St. – Flea Market Vendor

The Backyard Brews & Bites (New Owners) – 1391 W Danville St. – Restaurant

El Samalayuca Mexican – 300 W Atlantic St. – Restaurant

Javet Financial Services – 935 W Atlantic St. – Real Estate Service/Insurance
Services

Range: First to Last			Range of Building Codes: First to Last				
Activity Date Range: 01/01/26 to 01/31/26			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		
5365 BUILDING	078A08-07-002 SLAB INS		210 TUNSTALL DR 01/06/26			MICROSOFT CORPORATION PASS	22-00215
5685 ELECTRICAL	078A08-07-002 TEMPOARY SERV		210 TUNSTALL ROAD 01/20/26			MICROSOFT CORPORATION PASS	23-00202
5922 BUILDING	097000-13-001 FOUNDATION INS		260 BUTTS STREET 01/22/26			MICROSOFT CORPORATION PASS	24-00091
6318 BUILDING	078A08-07-002 SLAB INS		210 TUNSTALL ROAD 01/14/26			MICROSOFT CORPORATION PASS	25-00119
6362 PLUMBING PLUMBING	078A08-07-002 PLB ROUGH IN PLB ROUGH IN		210 TUNSTALL ROAD 01/09/26 01/20/26			MICROSOFT CORPORATION PASS PASS	25-00163
6377 BUILDING	078A13-04-007A FINAL INSPECTIO		216 WEST FERRELL STREET 01/05/26			WOODY TIFFANY PASS	25-00178
6378 ELECTRICAL	078A13-04-007A FINAL INSPECTIO		216 WEST FERRELL STREET 01/05/26			WOODY TIFFANY PASS	25-00179
6421 PLUMBING	078A13-04-007A FINAL INSPECTIO		216 WEST FERRELL STREET 01/05/26			WOODY TIFFANY PASS	25-00222
6436 BUILDING	078A18-23-C-009 FINAL INSPECTIO		733 HOLMES STREET 01/21/26			ZINCON G SCOTT & ASHLEIGH H PASS	25-00237
6479 ELECTRICAL	078A24-A-001A ELE ROUGH IN		1431 COUNTRY LANE 01/20/26			58 SOUTH HILL LLC PASS	25-00279
6480 PLUMBING PLUMBING	078A24-A-001A PLB ROUGH IN PLB ROUGH IN		1431 COUNTRY LANE 01/14/26 01/20/26			58 SOUTH HILL LLC PASS PASS	25-00280
6484	078A24-A-001A		1431 COUNTRY LANE			58 SOUTH HILL LLC	25-00284

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		
BUILDING	FOUNDATION INS		01/06/26	PASS		
BUILDING	SLAB INS		01/23/26	PASS		
6494	078A24-A-001A		1431 COUNTRY LANE	58 SOUTH HILL LLC		25-00294
BUILDING	FOOTING INS		01/14/26	PASS		
6501	097000-A-023E		1430 GOODES FERRY ROAD	ELLINGTON JENNIFER K & JEREMY R		25-00301
BUILDING	INSULATION INS		01/07/26	PASS		
6503	097000-A-023E		1430 GOODES FERRY ROAD	ELLINGTON JENNIFER K & JEREMY R		25-00303
ELECTRICAL	ELE ROUGH IN		01/07/26	PASS		
6512	078A13-13-C		141 REED CIRCLE	SUPERIOR INVESTMENTS INC		25-00313
BUILDING	FOOTING INS		01/22/26	PASS		
6513	078A13-13-C		143 REED CIRCLE	SUPERIOR INVESTMENTS INC		25-00312
BUILDING	FOOTING INS		01/22/26	PASS		
6517	098000-A-077B		150 ARNOLD DRIVE	AHIP VA SOUTH HILL PROPERTIES LLC		25-00317
BUILDING	FRAMING INS		01/23/26	PASS		
6532	098000-A-077B		150 ARNOLD DRIVE	AHIP VA SOUTH HILL PROPERTIES LLC		25-00332
ELECTRICAL	ELE ROUGH IN		01/15/26	PASS		
6533	098000-A-077B		150 ARNOLD DRIVE	AHIP VA SOUTH HILL PROPERTIES LLC		25-00333
PLUMBING	PLB ROUGH IN		01/23/26	PASS		
6536	078A18-02-121		514 PLEASANT STREET	CLARY DENNIS BRYAN		25-00336
ELECTRICAL	ELE ROUGH IN		01/06/26	PASS		
6537	078A18-02-121		514 PLEASANT STREET	CLARY DENNIS BRYAN		25-00337
PLUMBING	PLB ROUGH IN		01/06/26	PASS		
6539	078A11-A-005		98 RALEIGH AVENUE	TOWN OF SOUTH HILL		26-00002
ELECTRICAL	FOUNDATION INS		01/20/26	PASS		
6540	078A22-01-E-016		803 WESTOVER AVENUE	SIMMONS, MATT		26-00003
ELECTRICAL	ELE ROUGH IN		01/16/26	PASS		

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
6541 ELECTRICAL	078A17-18-001 FINAL INSPECTIO		504 GOODES FERRY ROAD 01/14/26			SHAHER JOEL T & MINDY S PASS			26-00004
6542 ELECTRICAL	078A17-A-145 ELEC FINAL		121 NORTH MECKLENBURG 01/12/26			MECHAM GROUP LLC PASS			26-00005
6543 ELECTRICAL	078A18-A-026 ELEC FINAL		221 CIRCLE DRIVE 01/09/26			CIRCLE DRIVE LLC PASS			26-00006
6544 ELECTRICAL	078A17-06-001A ELEC FINAL		509 WEST MAIN STREET 01/14/26			HUDGINS CLARENCE PASS			26-00007
6549 PLUMBING	078A13-13-C PLB UNDERGROUND		145 REED CIRCLE 01/22/26			SUPERIOR INVESTMENTS INC PASS			26-00012
6550 PLUMBING	078A13-13-C PLB UNDERGROUND		147 REED CIRCLE 01/22/26			SUPERIOR INVESTMENTS INC PASS			26-00013
6551 PLUMBING	078A07-17-006R PLB FINAL		1213 PACE DRIVE 01/21/26			NORTHAMPTON LAND HOLDINGS LLC PASS			26-00014
6552 MECHANICAL	078A12-43-001 FINAL INSPECTIO		202 CHAPTICO ROAD 01/22/26			BARTON CHRISTOPHER WILLIAM PASS			26-00015

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		

Activity Type Totals:

ELE ROUGH IN:	5	ELEC FINAL:	3	FINAL INSPECTIO:	6	FOOTING INS:	3	FOUNDATION INS:	3
FRAMING INS:	1	INSULATION INS:	1	PLB FINAL:	1	PLB ROUGH IN:	6	PLB UNDERGROUND:	2
SLAB INS:	3	TEMPOARY SERV:	1						

Building Code Totals:

BUILDING:	12	ELECTRICAL:	12	MECHANICAL:	1	PLUMBING:	10
Total Activities:	35	Total Permits:	32				

Inspector Totals:

None: 35

February 2, 2026
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TOWN OF SOUTH HILL
Permit Fee Report by Permit No

Page No: 1

Range: First to Last Issue Date Range: 01/01/26 to 01/31/26

**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	
25-00336	01/05/26	078A18-02-121	514 PLEASANT STREET	3,200.00	0	PAID:	0.00	25.50	25.50
01/05/26	CLARY DENNIS BRYAN		WIRING	R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00
Residential remodel							0.00	0.00	
25-00337	01/05/26	078A18-02-121	514 PLEASANT STREET	5,000.00	0	PAID:	0.00	0.00	25.50
01/05/26	CLARY DENNIS BRYAN		PLUMBING REMOD			0.00	0.00	0.00	0.00
Plumbing remodel							25.50	0.00	
26-00001	01/20/26	078A12-43-001	202 CHAPTICO ROAD	4,500.00	0	PAID:	0.00	25.50	25.50
01/06/26	BARTON CHRISTOPHER WILLIAM		GENERATOR	R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00
Install 26 kw generator and 200 amp transfer switch							0.00	0.00	
26-00002	01/06/26	078A11-A-005	98 RALEIGH AVENUE	78,811.00	0	WAIVED:	0.00	401.94	401.94
01/06/26	TOWN OF SOUTH HILL		WIRING	A-5	Assy; Outdoor Activites;Amusem	0.00	0.00	0.00	0.00
Sports lighting on basketball courts							0.00	0.00	
26-00003	01/07/26	078A22-01-E-016	803 WESTOVER AVENUE	650.00	0	PAID:	0.00	25.50	25.50
01/06/26	SIMMONS, MATT		WIRING	R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00
Rewiring house							0.00	0.00	
26-00004	01/08/26	078A17-18-001	504 GOODES FERRY ROAD	2,900.00	0	PAID:	0.00	25.50	25.50
01/08/26	SHAHER JOEL T & MINDY S		ELECTRICAL SERV			0.00	0.00	0.00	0.00
Installing underground 100 amp servicefor garage							0.00	0.00	
26-00005	01/08/26	078A17-A-145	121 NORTH MECKLENBURG	0.00	0	PAID:	0.00	25.50	25.50
01/08/26	MECHAM GROUP LLC		RECONNECTION IN B		Business	0.00	0.00	0.00	0.00
Visual Inspection for reconnection							0.00	0.00	
26-00006	01/09/26	078A18-A-026	221 CIRCLE DRIVE	0.00	0	PAID:	0.00	25.50	25.50
01/09/26	CIRCLE DRIVE LLC		RECONNECTION IN			0.00	0.00	0.00	0.00
Reconnection Inspection							0.00	0.00	
26-00007	01/12/26	078A17-06-001A	509 WEST MAIN STREET	850.00	0	PAID:	0.00	25.50	25.50
01/12/26	HUDGINS CLARENCE		ELECTRICAL SERV	R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00
Upgrading to 200 amp service							0.00	0.00	

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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	
26-00008	01/12/26	078A18-02-085	405 WINDSOR STREET	5,000.00	0	PAID:	45.90	0.00	45.90
01/12/26	JEFFREYS KATHY L		DECK ADDITION	R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00
Replacing 16 x 20 deck							0.00	0.00	
26-00009	01/13/26	078A08-07-002	210 TUNSTALL ROAD	2,400,000.00	0	PAID:	0.00	0.00	12,240.00
01/13/26	MICROSOFT CORPORATION		FIRE SPRINKLER	F-2	Factory & Indust; Low Hazard	0.00	12,240.00	0.00	0.00
Installation of (4797) Fire Sprinklerssupplied by (13) preaction risers, (1)wet riser, & (1) dry riser for microsoft data center							0.00	0.00	
26-00010	01/20/26	078A13-13-C	141 REED CIRCLE	7,900.00	0	PAID:	0.00	0.00	83.13
01/20/26	SUPERIOR INVESTMENTS INC		NEW RESIDENTIAL	R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00
Plumbing for new town house							83.13	0.00	
26-00011	01/20/26	078A13-13-C	143 REED CIRCLE	7,900.00	0	PAID:	0.00	0.00	83.13
01/20/26	SUPERIOR INVESTMENTS INC		NEW RESIDENTIAL	R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00
Plumbing for new townhouse							83.13	0.00	
26-00012	01/20/26	078A13-13-C	145 REED CIRCLE	7,900.00	0	PAID:	0.00	0.00	83.13
01/20/26	SUPERIOR INVESTMENTS INC		NEW RESIDENTIAL	R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00
Plumbing for new townhouse							83.13	0.00	
26-00013	01/20/26	078A13-13-C	147 REED CIRCLE	7,900.00	0	PAID:	0.00	0.00	83.13
01/20/26	SUPERIOR INVESTMENTS INC		NEW RESIDENTIAL			0.00	0.00	0.00	0.00
Plumbing for new townhouse							83.13	0.00	
26-00014	01/20/26	078A07-17-006R	1213 PACE DRIVE	4,000.00	0	PAID:	0.00	0.00	25.50
01/20/26	NORTHAMPTON LAND HOLDINGS LLC		WATSEW LATERALS	R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00
Replace sewer line from clean out to mhole							25.50	0.00	
26-00015	01/22/26	078A12-43-001	202 CHAPTICO ROAD	1,000.00	0	PAID:	0.00	0.00	25.50
01/22/26	BARTON CHRISTOPHER WILLIAM		GAS LINE	R-5	Res; 1 & 2 Family	0.00	0.00	0.00	25.50
Installing gas line for generator							0.00	0.00	
26-00017	01/27/26	078A17-20-B-021	509 WESTOVER AVENUE	600.00	0	PAID:	0.00	25.50	25.50
01/27/26	BINFORD JANE T		ELECTRICAL SERV	R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00
Upgrade electrical service to 200 amp							0.00	0.00	
26-00019	01/29/26	078A17-39-A	100 WEST DANVILLE STREET	46,760.00	0	WAIVED:	258.88	0.00	258.88

01:58 PM

Permit Fee Report by Permit No

Page No: 3

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	
01/29/26	SOUTH HILL COMMUNITY DEVELOPMENT	AS REPAIR	ROOF		0.00	0.00	0.00	0.00
Replace roof on butcher shop						0.00	0.00	
26-00020	01/29/26	078A20-01-008	1556 MONTGOMERY STREET	40,500.00	0	PAID:	0.00	0.00
01/29/26	SHALAG US INC	HVAC SYSTEM	F-1	Factory & Indust; Mod Hazard	0.00	0.00	0.00	206.55
Installing 2 RTUS and (1) 3 ton and (14 ton unit						0.00	0.00	
26-00022	01/30/26	078A17-53-002	124 NORTH MECKLENBURG AVENU	15,000.00	0	PAID:	0.00	0.00
01/30/26	HURT LLC	HVAC SYSTEM	R-5	Res; 1 & 2 Family	0.00	0.00	0.00	76.50
CENTRAL HEAT AND AIR, HEAT PUMP						0.00	0.00	

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:				2,640,371.00	0	PAID:	45.90	13,181.97
					0.00	12,240.00	0.00	308.55
						383.52	0.00	
						WAIVED:	258.88	660.82
							0.00	0.00
							0.00	0.00
						PERMIT COUNT:	2	21
							1	3
							6	0

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

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	02/2026	NO	OWNER OCCUPIED
1287 West Danville Street	R. Thomas	Roof, chimney, rotting woodwork, foundation masonry	10/2025	02/2026	YES	IN COURT
202 Windsor Street	D. Helms	Fascia, porch ceiling, porch columns	01/2026	03/2026	NO	OWNER OCCUPIED
416 Fairview Avenue	R. & A. Soyars	Overgrowth, carport, trash/debris	01/2026	03/2026	NO	RENTAL
701 Virginia Street	Revis	Rot in fascia and windows	10/2025	02/2026	YES	DECEASED OWNER NO WILL
104 East Virginia Street	S. & M. Townes	Rot in fascia and windows, broken windows, fallen gutters	10/2025	02/2026	YES	RENTAL
904 West Main Street	A. Harris & Others	Rot in porch, fascia and windows. Roof issues.	01/2026	03/2026	YES	RENTAL
228 Clay Street	C. Purcell	Rot in porch, fascia and windows, broken windows, missing siding	01/2026	02/2026	YES	RENTAL
211 East Atlantic Street	P. Duffer	Painting windows/scraping paint	01/2026	03/2026	YES	RENTAL
400 Goodes Ferry Road	P. Duffer	Rot in fascia and windows, peeling paint	01/2026	03/2026	NO	OWNER OCCUPIED
402 Goodes Ferry Road	P. Duffer	Rot in fascia and windows, peeling paint	01/2026	03/2026	YES	RENTAL
315 West Danville Street	P. Duffer	Building posted as unsafe	01/2026	03/2026	YES	RENTAL
1214 Plank Road	P. Duffer/Lake Gaston Soccer Association, Inc.	Rot, front porch foundation, roof, unstable structure	01/2026	03/2026	YES	RENTAL
901 Goodes Ferry Road	W. Rook	Siding and paint, roof, fascia, rake board, chimney	10/2025	02/2026	YES	RENTAL
510 Moseley Lane	B. Ashworth; <i>sold</i>	Over grown lot, peeling paint, broken windows, wood rot	10/2025	02/2026	NO	OWNER OCCUPIED
704 Robertson Street	S. Allen	Peeling paint, rot in fascia and windows	01/2026	03/2026	NO	RENTAL
706 Robertson Street	S. Allen	Peeling paint, rot in fascia and windows	01/2026	03/2026	NO	RENTAL
103 West Third Street	S. Allen	Peeling paint, rot in fascia and windows	01/2026	03/2026	NO	RENTAL
101 West Third Street	S. Allen	Peeling paint, rot in fascia and windows	01/2026	03/2026	NO	RENTAL
110 East Third Street	S. Allen	Peeling paint, rot in fascia and windows	01/2026	03/2026	YES	RENTAL
108/110 East Second Street	S. Allen	Peeling paint, rot in fascia and windows	01/2026	03/2026	NO	RENTAL
106 East Second Street	S. Allen	Peeling paint, rot in fascia and windows	01/2026	03/2026	NO	RENTAL
456 Old Hwy 58	W. Thomas	Roof, rot and paint, overgrowth	01/2026	03/2026	YES	MULTIPLE HEIR
212 Windsor Street	B. Jeffries	Overgrowth, trash and debris, porsh, trim and shutters	08/2025	02/2026	YES	RENTAL
509 Pleasant Street	M. Schooler; <i>foreclosure</i>	Tarp on roof, rot in fascia and windows, peeling paint	10/2025	02/2026	YES	RENTAL
1225 Plank Road	P. Duffer	Broken windows, wood rot, porch damage, roof issues, peeling paint	01/2026	03/2026	YES	RENTAL
1217 Plank Road	P. Duffer	Broken windows, peeling paint	01/2026	03/2026	YES	RENTAL
1003 Plank Road	Plank Property, LLC	Peeling paint	01/2026	04/2026	NO	NEWMART BUILDERS
703 North Mecklenburg Avenue	Rainey	Peeling paint	10/2025	02/2026	NO	OWNER OCCUPIED
909 Plank Road	Windy Hills Property; J. Hayes	Peeling paint	01/2026	04/2026	YES	RENTAL WAREHOUSE
800 Goodes Ferry	S&S Mecklenburg	rusty water tanks, collapsed roof on out buildings	10/2025	02/2026	NO	OLD BGF BUILDING
209 East Atlantic	J. Stanley	Rotten wood, peeling paint	01/2026	04/2026	NO	RENTAL
1524 West Danville	J. Stanley	Rotten wood, peeling paint, broken windows	01/2026	04/2026	YES	COMMERCIAL BUILDING
914 West Main	W. Tisdale	Peeling paint, rotten wood	10/2025	01/2026	NO	OWNER OCCUPIED
808A West Main	R. Walker	Peeling paint, rotten wood	01/2026	02/2026	NO	OWNER OCCUPIED
625 West Danville	M. Luddy	Paint, open brick	01/2026	03/2026	NO	OWNER OCCUPIED
128 South Mecklenburg	J. Martin	Gutters, paint, Structural Repair	12/2025	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
326 West Atlantic	W. Khan & Z. Inshan	Roof collapse, Rotten wood, Peeling paint	12/2025	04/2026	NO	OWNER OCCUPIED
<i>As of January 2026</i>						
SECTION 106 UNSAFE STRUCTURES OR STRUCTURES UNFIT FOR HUMAN OCCUPANCY						

DILAPIDATED PROPERTY LISTING

ADDRESS	OWNER	DESCRIPTION	LAST CONTACT	FOLLOW UP	VACANT (Y/N)	RENTER OR OWNER OCCUPIED
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: February 9, 2026
Re: Monthly Update

- I met with GSLI Solutions, they partner with municipalities on the recruitment of new industry in preparation of the new industrial park. We are in the early stages of determining the scope of work and cost to determine if this would be beneficial to the Town.
- We are continuing to work with multiple prospective businesses in the downtown area. Everything is moving forward currently.
- We hosted the second Regional Industrial Facility Authority (RIFA) meeting to share updates. Currently, the County is working with Timmons on the tiering of the new industrial park, and the Town is working with our engineers on the new sewer line plans. It is estimated that the project will go out for bid in April 2026.
- Retail Strategies have now partnered with the County of Mecklenburg for the recruitment of retailers countywide. We continue to partner with both on the recruitment of new retailers and restaurants.
- We are working with two new property owners with the Town incentives to restore and revamp properties in the downtown area.

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

Agenda Item A

To: Mayor and Town Council
From: Human Resources Manager
Date: January 30, 2026
Re: HR Report for February 2026

HR UPDATE:

In addition to our annual recommendation of updates to the Employee Handbook (separate submission), HR has been busy with year-end projects and compliance requirements:

- Occupational Safety and Health Administration (OSHA), the federal agency that sets and enforces workplace safety and health regulations requires the OSHA 300 Log - one of the required recordkeeping tools used to track work-related injuries and illnesses. OSHA requires annual 300 Logs to be posted throughout each organization's facilities. Employers use them to document incidents that result in death, time loss - days away from work, restricted work or job transfer, medical treatment beyond first aid, loss of consciousness, or a significant diagnosis. The OSHA 300 Log helps employers identify safety hazards, monitor injury trends, and demonstrate compliance with federal workplace safety regulations. We are pleased to report the Town had a total of two (2) accidents/work-related injuries, both of which were minor, treated with medical care, and did not require loss time.
- Affordable Care Act (ACA) Reporting. ACA reporting is the annual process by which employers document and report the health insurance coverage they offer to employees, as required under the Affordable Care Act. The purpose is to show whether employers are providing affordable, minimum essential health coverage and to help the IRS determine employee eligibility for premium tax credits. Employers report ACA information using IRS forms - Form 1095-C – Provided to employees, detailing the health coverage offered (or not offered) to them and their dependents and Form 1094-C – Filed with the IRS as a summary and transmittal form for all 1095-C forms. The Town has completed this audit and will be distributed to Town employees within the next pay period.

YEARS OF SERVICE:



Congratulations to Lee Pegram, Fleet Supervisor, for five (5) years of service and dedication to the Town of South Hill. We appreciate his loyalty to the Town of South Hill.

EMPLOYMENT NEWS:

We are very pleased to welcome Aubrey Wallace to the Town of South Hill, effective February 9, 2026. Aubrey will be joining the Parks and Recreation department working as a Maintenance Operator and reporting to Jason Houchins.

The Town is currently recruiting for the following positions:

Maintenance Operator – Streets Department
Trainee Operator – Waste Water Treatment Plant