



**SOUTH HILL TOWN COUNCIL
REGULAR MEETING AGENDA
MONDAY, APRIL 14, 2025, 7:00 PM**

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

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

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

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

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

- I. Opening
 - A. Welcome, Invocation, and Pledge of Allegiance
 - B. Call to Order
 - C. Roll Call
- II. Approval of Agenda –April 14, 2025
- III. Citizens to Address Council *Comments are limited to three minutes (five minutes if on behalf of a group).*
 - A. Floyd Edmonds – Mecklenburg County Cancer Association & Southside Rescue Squad
 - B. Joan Taylor – Raleigh Street and Dollar General Concerns
- IV. Public Hearings *Comments are limited to three minutes (five minutes if on behalf of a group).*
 - A. Special Exemption #2025-1 – David Hash
 - B. Proposed FY25-26 Budget and Rates – Keli Reekes
- 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. March 10, 2025 Regular Meeting
 - b. March 10, 2025 Special Meeting
 - c. March 17, 2025 Budget Work Session
 - d. March 19, 2025 Budget Work Session
 - e. March 26, 2025 Budget Work Session
 - 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. Town Hall Update
 - 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. Town Manager Report
 - a. Facilities Reservation Calendar
 - 2. Police Report
 - 3. Municipal Services Report
 - 4. Parks, Facilities, and Grounds Report

5. Code Compliance Report
 - a. Monthly Report
 - b. Dilapidated Properties
6. Business Development Report
7. Human Resources Report

VI. Other Business

- A. Approval of Confidential Settlement Agreement

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
Lillie Feggins-Boone
Jenifer Freeman-Hite
Delores Luster
Michael Smith

Gavin Honeycutt, Vice Mayor
Randy Crocker
Ashley C. Hardee
Carl L. Sasser, Jr.

Staff

Keli Reekes, Town Manager
Leanne Patrick, 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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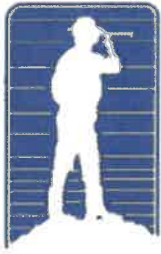
Public Hearings

South Hill Town Council Meeting

April 14, 2025

A. Special Exemption #2025-1 – David Hash

B. Proposed FY25-26 Budget and Rates – Keli Reekes



You'll like the view from
South Hill

Town of South Hill

Incorporated 1901

ADMINISTRATION

CODE COMPLIANCE
OFFICIAL

PUBLIC WORKS

(434) 447-3191

Public Hearing

A public hearing will be held by the Town Council of the Town of South Hill, on Monday, April 14, 2025 at 7:00 p.m. in the Town Hall, 111 E Danville Street, South Hill to consider a request for Special Exception Permit.

SE 2025-1

Request for a Special Exception Permit under Article IV, Section 94.1-76 of the Town Zoning Ordinance to utilize the property located at 229 West Danville Street for a dance hall/lounge. The property to which this special exception request applies is located between Goodes Ferry Road and South Hill Avenue. The property has a frontage of 60 feet +/- and a depth of 202 feet +/- . The property is zoned Commercial C-3. The property is shown as tax parcel number 23435. This property is presently owned by Windy Hills Property, LLC. The request is being made by German Neville.

Interested persons may appear at such time and place and present their views whether orally or in writing or submit written comments prior to the hearing. The Town Council may set time limits on speakers and other rules and procedures for the conduct of this public hearing. Any persons with disabilities are urged to contact the Town Clerk's Office at 434-447-3191 prior to the public hearing to arrange for any necessary accommodations. For additional information, please contact the Code Compliance Official's Office at 434-447-5041, or in person at 111 E Danville Street, South Hill, VA 23970

All interested parties should attend.

David Hash
Code Compliance Official

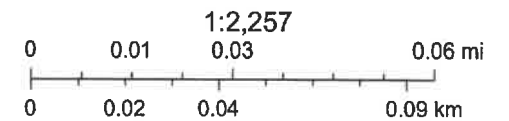
The South Hill Planning Commission does not recommend approval.

Mecklenburg County GIS



4/8/2025, 8:14:25 AM

- 911 Address Point
- Tax Parcels
- Town Boundary



PUBLIC HEARING

FY25-26 Proposed Budget, Rates, and Fees

A Notice of Public Hearing was published in the April 2, 2025 edition of the local newspaper to inform interested parties that Town Council will hear comments regarding the proposed budget, rates, and fees for FY25-26. See Budget Presentation.

Open Public Hearing

Close Public Hearing

Recommended Motions:

I move to place the proposed budget for FY25-26 on the agenda for adoption and appropriation at the regularly scheduled Town Council meeting to be held on Monday, May 12, 2025 at 7:00 p.m.

I move to place the proposed rates and fees related to the FY25-26 budget on the agenda for adoption at the regularly scheduled Town Council meeting to be held on Monday, May 12, 2025 at 7:00 p.m.

Town of South Hill
Proposed Budget, Rates and Fees
Fiscal Year 2025-2026

A Public Hearing will be held on Monday, April 14, 2025 at 7:00 PM at 111 E. Danville Street to hear comments from citizens of the Town of South Hill regarding the following proposed budget, tax and water/sewer rates for FY2025-2026:

	Approved	Proposed
	<u>FY 2024-2025</u>	<u>FY 2025-2026</u>
<u>General Fund:</u>		
Expenditures		
Mayor and Town Council	\$ 74,528	\$ 70,078
Finance and Administration	537,825	757,648
Town Manager	322,539	298,912
Business Development	216,500	320,472
Human Resources	289,954	301,981
Non-Departmental	750,474	3,407,474
Police Department	4,098,567	4,375,578
Code Compliance	375,672	354,020
Municipal Services:		
Director	188,058	192,018
Street Maintenance	3,837,811	6,345,835
Solid Waste	801,429	743,888
Fleet Maintenance	381,975	368,437
Facility Maintenance	499,438	1,708,392
Parks and Grounds	1,716,376	978,261
Library - Facility Maintenance	22,000	25,000
Community Development	<u>2,192,616</u>	<u>2,066,156</u>
Total Expenditures	\$ 16,305,762	\$ 22,314,150
Total Revenues	\$ 16,305,762	\$ 22,314,150
<u>Water and Sewer Fund:</u>		
Expenditures		
Water Distribution	\$ 8,031,974	\$ 7,984,000
Sewer Collection	4,401,339	8,878,688
Wastewater Treatment Plant	<u>1,184,913</u>	<u>1,429,112</u>
Total Expenditures	\$ 13,618,226	\$ 18,291,800
Total Revenues	\$ 13,618,226	\$ 18,291,800
<u>Cemetery Fund:</u>		
Total Expenditures	\$ 4,000	\$ 4,000
Total Revenues	\$ 4,000	\$ 4,000
<u>Housing Rehabilitation Project:</u>		
Total Expenditures	\$ 919,050	\$ 875,000
Total Revenues	\$ 919,050	\$ 875,000

Town of South Hill
Proposed Budget, Rates and Fees
Fiscal Year 2025-2026

	Approved	Proposed
	<u>FY 2024-2025</u>	<u>FY 2025-2026</u>
<u>Tax/License/Other Rates</u>		
Real Estate	\$0.31/100	\$0.31/100
Personal Property	\$1.50/100	\$1.50/100
Personal Property - Fire & Rescue		
Volunteer Members	\$0.10/100	\$0.10/100
Machinery & Tools	\$0.38/100	\$0.38/100
Bank Franchise	\$0.80/100	\$0.80/100
Meals Tax	5.5%	5.5%
Lodging Tax	6.5%	6.5%
Cigarette Tax	\$0.15/pack	\$0.15/pack
Minimum BPOL	\$30	\$30
Contracting BPOL	\$0.16/100	\$0.16/100
Retail BPOL	\$0.14/100	\$0.14/100
Repair, Personal Bus. Svcs. BPOL	\$0.30/100	\$0.30/100
Financial, Real Estate, Prof. BPOL	\$0.40/100	\$0.40/100
Wholesale BPOL	\$0.05/100	\$0.05/100
Peddlers BPOL	\$500	\$500
Residential Bldg. Permit	\$30 min/\$0.12 sq. ft.	\$30 min/\$0.12 sq. ft.
Commercial Bldg. Permit	\$30 min/\$0.15 sq. ft.	\$30 min/\$0.15 sq. ft.
Signs	Based on sign price - Minimum \$30	Based on sign price - Minimum \$30
Rezoning Requests, Zoning Variances, and Special Exception Requests	\$450	\$450
<u>Water Rates – In-Town</u>		
Charges are per 1,000 gallons of consumption		
Up to 3,000 gallons	\$7.58	\$7.58
+ service charge of	\$2.50	\$2.50
3,001 - 10,000 gallons	\$7.58	\$7.58
+ service charge of	\$3.00	\$3.00
10,001 - 50,000 gallons	\$7.17	\$7.17
+ service charge of	\$7.00	\$7.00
50,001 - 100,000 gallons	\$5.96	\$5.96
+ service charge of	\$75.00	\$75.00
>100,000 gallons	\$5.96	\$5.96
+ service charge of	\$75.00	\$75.00
<u>Water Rates – Out-of-Town</u>	2 x In-Town Rate	2 x In-Town Rate

Town of South Hill
Proposed Budget, Rates and Fees
Fiscal Year 2025-2026

	Approved	Proposed
	FY 2024-2025	FY 2025-2026
<u>Bulk Water</u>	\$0.01/gallon	\$0.01/gallon
<u>Sewer Rates</u>	110% x Water Rate	110% x Water Rate
<u>Leachate Disposal Rate</u>	\$0.036/gallon	\$0.036/gallon
Minimum Bill for Residential W&S	\$5.25	\$5.25
Minimum Bill for Commercial W&S	\$53	\$53
<u>Connection Fees – In-Town</u>		
Water Connection Fee	\$2,000	\$2,000
Irrigation Meter Fee	\$2,000	\$2,000
Sewer Connection Fee	\$3,000	\$3,000
<u>Connection Fees – Out-of-Town</u>		
Water Connection Fee – Out-of-Town	\$4,000	\$4,000
Sewer Connection Fee – Out-of-Town	\$6,000	\$6,000
<u>Cemetery Plots</u>	\$800	\$800



Town of South Hill
Proposed Budget
Fiscal Year 2025 - 2026

April 14, 2025

Proposed Budget Summary

General Fund	\$22,314,150
Water & Sewer Fund	\$18,291,800
Cemetery Fund	\$4,000
Housing Rehabilitation Project	<u>\$875,000</u>
Total Town Budget	\$41,484,950

Budget Overview

- ▶ Annual wage increase for all employees
- ▶ Estimated 17% increase to health insurance premiums
- ▶ Increase in current real estate and personal property tax revenue, as well as economic incentives, due to Microsoft
- ▶ New personnel - IT Administrator (Finance & Administration) and Accreditation Manager (Police Department)
- ▶ Restoration of Town Hall due to mold remediation
- ▶ Architectural design of new Police Department
- ▶ Street Maintenance and Water/Sewer capital projects include several carried over from the prior year
- ▶ New Water/Sewer capital projects include water line replacements, new sewer construction, and upgrading Parker Park pump station and force main installation
- ▶ *No increases to any tax rates or license/permit fees*

General Fund Budget

	Approved FY 2024-2025	Proposed FY 2025-2026
Expenditures:		
Mayor and Town Council	\$ 74,528	\$ 70,078
Finance and Administration	537,825	757,648
Town Manager	322,539	298,912
Business Development	216,500	320,472
Human Resources	289,954	301,981
Non-Departmental	750,474	3,407,474
Police Department	4,098,567	4,375,578
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Municipal Services:		
Director	188,058	192,018
Street Maintenance	3,837,811	6,345,835
Solid Waste	801,429	743,888
Fleet Maintenance	381,975	368,437
Facility Maintenance	499,438	1,708,392
Parks and Grounds	1,716,376	978,261
Library - Facility Maintenance	22,000	25,000
Community Development	2,192,616	2,066,156
Total Expenditures	\$ 16,305,762	\$ 22,314,150
Total Revenues	\$ 16,305,762	\$ 22,314,150

General Fund Capital Expenditures

Police Department

- ▶ Four (4) Police Vehicles (*current revenues*) \$268,000
- ▶ Rapid Response Team Rifles \$23,165
- ▶ Police Department Renovations - Architectural Design \$650,000

Fire Department

- ▶ Primary Structure Fire Apparatus (*current revenues*) \$400,000

Street Maintenance

- ▶ Drainage Improvements - Windsor & Franklin Streets
(*carryover from prior year*) \$602,368
- ▶ Drainage Improvements - Benton Street
(*carryover from prior year*) \$929,349
- ▶ Salt Dome \$240,000
- ▶ Stoplight/Battery Backup - Hammer & Atlantic Street \$300,000
- ▶ Drainage Improvements/Curbing - Marrow Street \$1,600,000

General Fund Capital Expenditures

Facility Maintenance

- ▶ Town Hall Restoration & Façade (*current revenues*) \$1,200,000

Parks and Grounds

- ▶ Whittle's Mill Improvements \$100,000
- ▶ Playground Fencing \$32,000
- ▶ Lighting for Parker Park - Basketball Courts \$150,000

Community Development

- ▶ Gateway Signs - Reimagine South Hill 2032 \$250,000
- ▶ Town Hall Parking Lot \$250,000

General Fund Rates

	Approved <u>FY 2024-2025</u>	Proposed <u>FY 2025-2026</u>
<u>Tax/License/Other Rates</u>		
Real Estate	\$0.31/100	\$0.31/100
Personal Property	\$1.50/100	\$1.50/100
Machinery & Tools	\$0.38/100	\$0.38/100
Bank Franchise	\$0.80/100	\$0.80/100
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Cigarette Tax	\$0.15/pack	\$0.15/pack
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Signs	Based on sign price - Minimum \$30	Based on sign price - Minimum \$30
Rezoning Requests, Zoning Variances, and Special Exception Requests	\$450	\$450

Water & Sewer Fund Budget

	<u>Approved FY 2024-2025</u>	<u>Proposed FY 2025-2026</u>
Expenditures:		
Water Distribution	\$ 8,031,974	\$ 7,984,000
Sewer Collection	4,401,339	8,878,688
Wastewater Treatment Plant	1,184,913	1,429,112
Total Expenditures	\$ 13,618,226	\$ 18,291,800
 Total Revenues	 \$ 13,618,226	 \$ 18,291,800

Water & Sewer Capital Expenditures

Water Distribution

▶ Northside Water Infrastructure (80/20 - Microsoft/Debt Service - carryover from prior year)	\$4,450,000
▶ Water Line Replacement-Circle Drive (carryover from prior year)	\$850,000
▶ Water Line Replacement-High, Poplar, W. High	\$175,000
▶ Bulk Water Filling Station	\$225,000

Sewer Collection

▶ Sanitary Sewer Extension-Sycamore & Howerton (Grant/Debt Service - carryover from prior year)	\$756,773
▶ Install Gravity Sewer-Dockery Creek (carryover from prior year)	\$1,799,107
▶ Backup Pump for Lacrosse Pump Station (100% Microsoft)	\$100,000
▶ Parker Park Pump Station & Force Main	\$2,362,818
▶ Hydro Excavation/Sewer Jetter Truck	\$730,000
▶ Sewer Rehabilitation based on RedZone Report	\$500,000
▶ Utility Truck	\$70,000
▶ New Sewer Construction - Future Project Development	\$250,000
▶ Highway 58 - Park View/New Industrial Park (includes County contribution)	\$1,197,205

Wastewater Treatment Plant Capital Expenditures

Wastewater Treatment Plant

▶ Auma Actuator and Diverter	\$22,000
▶ Mechanical Screen Compactor	\$95,000
▶ Smith and Loveless Pump Station	\$90,000

Water & Sewer Rates

	<u>Current</u>	<u>Proposed</u>
<u>Water Rates - In-Town</u>		
<i>Charges are per 1,000 gallons of consumption</i>		
Up to 3,000 gallons	\$7.58	\$7.58
+ service charge of	\$2.50	\$2.50
3,001 - 10,000 gallons	\$7.58	\$7.58
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+ service charge of	\$75.00	\$75.00
>100,000 gallons	\$5.96	\$5.96
+ service charge of	\$75.00	\$75.00
<u>Water Rates - Out-of-Town</u>	2 x In-Town Rate	2 x In-Town Rate

Water & Sewer Rates, Con't.

<u>Bulk Water</u>	<u>Current</u> \$0.01/gal	<u>Proposed</u> \$0.01/gal
	110% x Water Rate	110% x Water Rate
<u>Sewer Rates</u>		
<u>Leachate Disposal Rate</u>	\$0.036/gal	\$0.036/gal
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Water Connection Fee - Out-of-Town	\$4,000	\$4,000
Sewer Connection Fee - Out-of-Town	\$6,000	\$6,000

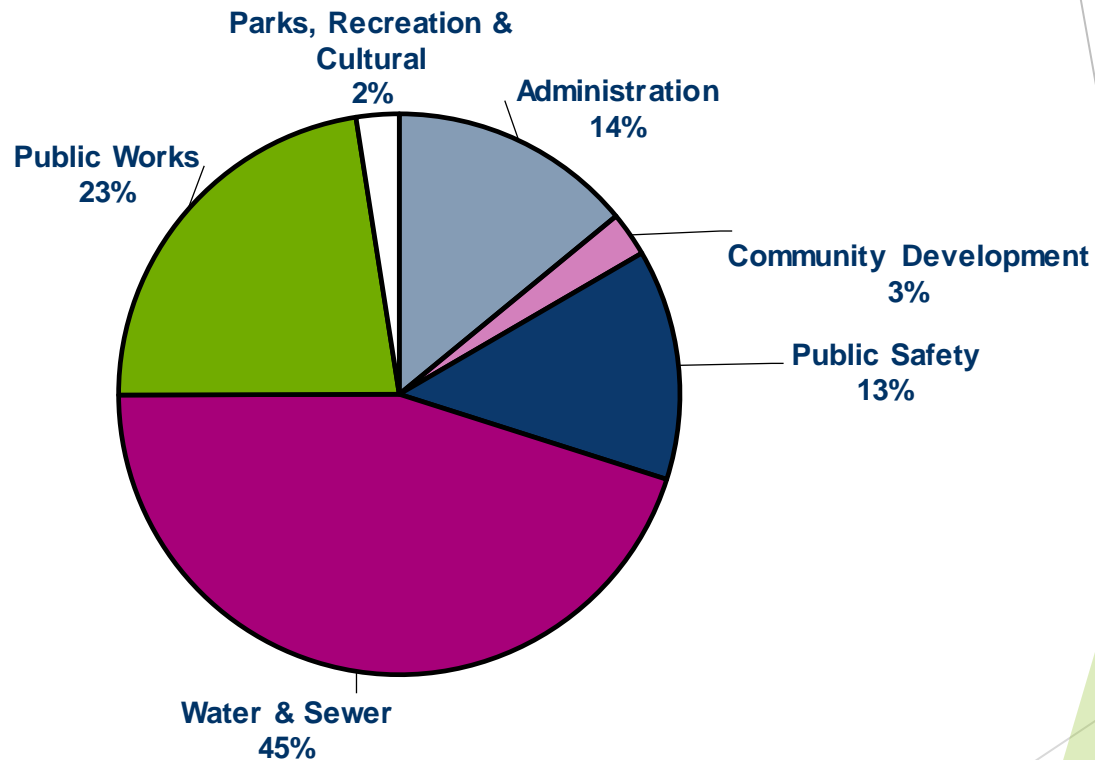
Cemetery Fund

	Approved FY 2024-2025	Proposed FY2025-2026
Total Expenditures	\$4,000	\$4,000
Total Revenues	\$4,000	\$4,000
Cemetery Plots:	\$800	\$800

Housing Rehabilitation Project Fund

	Approved FY 2024-2025	Proposed FY2025-2026
Total Expenditures	\$ 919,050	\$ 875,000
Total Revenues	\$ 919,050	\$ 875,000

Expense Distribution



Administrative Reports

South Hill Town Council Meeting

April 14, 2025

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

Consent Agenda

South Hill Town Council Meeting

April 14, 2025

1. Minutes

- a. March 10, 2025 Regular Meeting
- b. March 10, 2025 Special Meeting
- c. March 17, 2025 Budget Work Session
- d. March 19, 2025 Budget Work Session
- e. March 26, 2025 Budget Work Session

2. Monthly Financial Report



**SOUTH HILL TOWN COUNCIL
REGULAR MEETING MINUTES
MONDAY, MARCH 10, 2025, 7:00 P.M.**

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

I. OPENING

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

A. Council Members

Lillie Feggins-Boone
Ashley Hardee
Carl L. Sasser, Jr.

Randy Crocker
Gavin Honeycutt
Michael Smith

Jenifer Freeman-Hite
Delores Luster

B. Staff in Attendance

Keli Reekes, Town Manager
C.J. Dean, Dir. of Municipal Services
Leanne Patrick, Administrative Asst./Clerk

Greg Geist, Police Chief
David Hash, Code Compliance Official
Jesse Bausch, Town Attorney

II. APPROVAL OF AGENDA

A motion was made by Vice Mayor Honeycutt, second by Councilor Freeman-Hite, to approve the agenda for March 10, 2025, including the additions of Agenda Item B: Franklin and Windsor Stormwater Project and Agenda Item C: Alpine - Thompson Road Water Line Project under the Director of Municipal Services Report. The motion carried unanimously.

III. CITIZENS TO ADDRESS COUNCIL

At this time, the following citizens addressed Council:

- **Beth Farrar Lett** addressed Council with concerns over sewer accessibility to property she owns on N. Mecklenburg Avenue. The property is currently for sale and Mrs. Lett fears she will face challenges selling the property due to inaccessibility to sewer. She asked Council to consider expansion of sewer access to properties on N. Mecklenburg Avenue in upcoming budget discussions.
- **Wade Crowder** expressed concerns over the time limitations to address council, the creation of the Regional Industrial Facility Authority, and the paving of Goodes Ferry Road.

IV. PUBLIC HEARINGS

A. Rezoning Case #2025-4

David Hash informed Council that a Notice of Public Hearing was published which asked for comments regarding Rezoning Case #2025-4, a request by Frankie Howerton, Jr. to rezone the property located on the corner of Pace Drive and N. Mecklenburg Avenue from General Commercial District C2 to General Dwelling District R2-16. The property is currently owned by Premier Developers, LLC.

Mr. Hash opened the Public Hearing:

- William Lewis expressed concerns about traffic.

Mr. Hash closed the Public Hearing.

Upon further discussion, Councilor Freeman-Hite also expressed concerns about traffic safety at the location. Councilor Hardee added that approving Rezoning Case #2025-4 was recommended by the South Hill Planning Commission.

A motion was made by Vice Mayor Honeycutt, second by Councilor Hardee to approve Rezoning Case #2025-4 to rezone the property located on the corner of Pace Drive and N. Mecklenburg Avenue from General Commercial District C2 to General Dwelling District R2-16. The motion carried unanimously.

B. Rezoning Case #2025-5

Mr. Hash informed Council that a Notice of Public Hearing was published which asked for comments regarding Rezoning Case #2025-5, a request by current owners, T & K Property Investments, LLC to rezone the property located on Plank Road between Rideout Lane and Snowbird Road from Transitional Suburban Residential District R1-40 to Single-family Residential District R1-10.

Mr. Hash opened the Public Hearing:

- Wade Crowder asked for clarity about the location of the property.

Mr. Hash closed the Public Hearing.

Upon discussion, Vice Mayor Honeycutt recommended the Town establish a relationship with Mecklenburg County Schools to address traffic concerns. Councilor Hardee added that approving Rezoning Case #2025-5 was recommended by the South Hill Planning Commission.

A motion was made by Councilor Feggins-Boone, second by Councilor Smith to approve Rezoning Case #2025-5 to rezone the property located on Plank Road between Rideout Lane and Snowbird Road from Transitional Suburban Residential District R1-40 to Single-family Residential District R1-10. The motion carried unanimously.

C. Regional Industrial Facility Authority

Keli Reekes informed Council that a Notice of Public Hearing was published which asked for comments on the creation of the Route 58 Activation Corridor Regional Industrial Facilities Authority (RIFA), in partnership with Mecklenburg County, to combine resources to develop a new industrial park.

Mrs. Reekes opened the Public Hearing:

- William Lewis asked for clarification of the location. Mr. Lewis also expressed concerns over taxpayer contributions, traffic and right-of-way challenges, and the need to diversify local industrial park spaces.

Mrs. Reekes closed the Public Hearing.

A motion was made by Vice Mayor Honeycutt, second by Councilor Freeman-Hite to adopt an ordinance to create the Route 58 Activation Corridor Regional Industrial Facilities Authority. The motion carried via **roll-call vote** as follows:

Councilor Feggins-Boone-Aye
Councilor Freeman-Hite-Aye
Vice Mayor Honeycutt-Aye
Councilor Sasser-Aye

Councilor Crocker-Aye
Councilor Hardee-Aye
Councilor Luster-Aye
Councilor Smith-Aye

V. ADMINISTRATIVE REPORTS

A. Consent Agenda

1. Minutes

- February 10, 2025 Regular Meeting**
- February 18, 2025 Special Meeting**

2. Monthly Financial Report

Dahlis Morrow submitted the financial report as follows:

General Fund	- \$ 8,915,595.81	Total Investment Accounts	- \$ 30,532,864.02
Water and Sewer Fund	- \$ 64,562.16	Total Police Dept. Savings	- \$ 48,650.32
Cemetery Fund	- \$ 20,571.45		
Nick's Lane	- \$ 20,567.32	Del. Taxes Due Thru 02/28/2025 -	\$ 591,183.73
Total in Checking	- \$ 9,021,296.74	(Real Estate and Personal Property)	

A motion was made by Vice Mayor Honeycutt, second by Councilor Freeman-Hite, to approve the Consent Agenda. The motion carried unanimously.

B. Items for Approval

1. Town Manager Report

a. Police Department Renovations

Mrs. Reekes informed Council that requests for proposals were received for the Police Department renovation project to renovate 111 E. Danville Street into a new Police Department facility. Three proposals were received and reviewed by staff, including the Police Chief, and assessed based on criteria such as experience with Virginia municipalities and related projects, specifically law enforcement facilities. Mrs. Reekes stated that staff recommends Council accept the proposal submitted by Moseley Architects and authorize the Town Manager to negotiate a contract with Moseley Architects.

A motion was made by Councilor Hardee, second by Councilor Luster to accept the proposal from Moseley Architects to facilitate the renovation of 111 E. Danville Street for the purpose of the future Police Department. The motion carried unanimously.

2. Director of Municipal Services Report

a. IFB 2025-01: Asphalt Overlay and Traffic Marking Bids

C.J. Dean informed Council that two sealed bids were received by 2:00 p.m. on Wednesday, February 26, 2025 for asphalt overlay and traffic marking. Mr. Dean recommended awarding the bid for asphalt milling, overlay, and traffic marking to Colony Construction, Inc. The anticipated starting date of the project is projected for late-April to early-May 2025, weather permitting.

Upon discussion, Vice Mayor Honeycutt commended the Municipal Services team for a job well-done. Councilor Feggins-Boone asked Mr. Dean for additional information regarding work being done on S. Hill Avenue in the vicinity of where it merges into Goodes Ferry Road. Mr. Dean provided clarity on the completion of current water line projects in the aforementioned area, stating that estimated completion of the projects could take up to a year to a year and a half.

A motion was made by Councilor Smith, second by Councilor Freeman-Hite to award the bid for asphalt milling, overlay, and traffic marking to Colony Construction, Inc. The motion carried via **roll-call vote** as follows:

Councilor Feggins-Boone-Aye
Councilor Freeman-Hite-Aye
Vice Mayor Honeycutt-Aye
Councilor Sasser-Aye

Councilor Crocker-Aye
Councilor Hardee-Aye
Councilor Luster-Aye
Councilor Smith-Aye

b. Franklin and Windsor Stormwater Project

Mr. Dean informed Council that sealed bids were received at the B & B Consultants, Inc. office at 2:00 p.m. on Wednesday, March 5, 2025, for the Franklin and Windsor Street Stormwater project. Mr. Dean recommended to award the bid to J A Barker Construction for the base bid price of \$141,364.50, and to authorize the Town manager or her designee to sign all of the necessary paperwork to complete the project.

A motion was made by Councilor Smith, second by Councilor Luster to award the bid for the Franklin and Windsor Street Stormwater project to J A Barker Construction for the base bid price of \$141,364.50, and to authorize the Town Manager or her designee to sign all of the necessary paperwork to complete the project. The motion carried via **roll-call vote** as follows:

Councilor Feggins-Boone-Aye
Councilor Freeman-Hite-Aye
Vice Mayor Honeycutt-Aye
Councilor Sasser-Aye

Councilor Crocker-Aye
Councilor Hardee-Aye
Councilor Luster-Aye
Councilor Smith-Aye

c. Alpine – Thompson Water Line Project Resolution

Mr. Dean presented Council with a resolution authorizing acquisition of rights of way and easements for the Alpine – Thompson Water Line Project. Town Attorney Jesse Bausch stated that there are two properties with unclear ownership; however, Mr. Dean and Mr. Bausch are working together to locate owners of the properties.

A motion was made by Councilor Hardee, second by Vice Mayor Honeycutt to approve resolution authorizing acquisition of rights of way and easements for the Alpine – Thompson Water Line Project. The motion carried unanimously.

C. Reports to Accept as Presented

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

1. Town Manager Report

a. Facilities Reservation Calendar

Mrs. Reekes submitted a calendar of activities and reservations at Centennial Park, Parker Park, the South Hill Exchange, and other Town facilities. The calendar is up to date at the time the Council packets are distributed, but it changes frequently as new reservations are made.

2. Police Report

Chief Geist submitted the monthly police report. He reported there were 246 activity incidents, 33 reportable criminal offenses, 896 calls for service, and \$35,105 in property recovered. Other miscellaneous items included 62 training hours and 56 warrants issued. Administrative news was shared.

3. Municipal Services Report

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

- Waterline Installation
- Winter Weather events
- Alpine – Thompson Water Line Project

4. Parks, Facilities and Grounds

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

- Centennial Park playground
- Parker Park basketball court
- Parker Park handicap-accessible ramp at the baseball complex
- Town Hall mold remediation and renovation
- HVAC installation at the Library
- FY25-26 budget planning

5. Code Compliance Report

a. Report of Activity

David Hash submitted the report of activity as follows:

Inspections Completed	-	57
Permits Issued	-	17
Fees Collected	- \$	15,000.86
UEZ Exemption	- \$	0
Rehab Exemption	- \$	232.05
General Exemption	- \$	0

Work Value - \$ 9,931,840.00

New businesses included:

- Hart to Hart Treasures – 935 W. Atlantic Street (retail)

b. 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 on the following:

- New Industrial Park Development
- Strategies for recruiting new businesses, including restaurants and lodging
- Continued efforts to address the need for housing development
- New Town website training
- IT resolutions at temporary Town Hall location

7. Human Resources Report

Kristine Martin submitted the Human Resources report on the following:

a. HR Accomplishments Updates

- Performance evaluations are nearing completion.
- Planning for upcoming benefits renewal discussions

b. Employment News

- Katie Piercy, Accounting Technician, celebrated five years of service with the Town.
- The Town is currently recruiting for a Maintenance Operator position in the Water/Sewer Department.

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

VI. OTHER BUSINESS

Vice Mayor Honeycutt asked C.J. Dean for updates on the sewer evaluations made by RedZone Robotics. Mr. Dean shared that the project is nearly completed and he will report back to Council at a later meeting with the final assessments.

VII. ADJOURNMENT

There being no further business matters before the South Hill Town Council, Mayor Moody adjourned the meeting at 7:36 p.m.

VALIDATION

Minutes approved this ____ day of _____, 20____.

Leanne Patrick, Clerk of Council

W.M. Moody, Mayor

DRAFT



SOUTH HILL TOWN COUNCIL

SPECIAL MEETING MINUTES

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

A special meeting of the South Hill Town Council was held on Monday, March 10, 2025 at 6:00 p.m. at the temporary Council Chambers of the South Hill Town Hall located at 111 E. Danville Street, South Hill, Virginia 23970. The meeting was held to consult with legal counsel regarding the creation of a Regional Industrial Facilities Authority.

1. CALL TO ORDER

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

2. ROLL CALL

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

A. Council Members

Lillie Feggins-Boone
Ashley Hardee
Carl L. Sasser, Jr.

Randy Crocker
Gavin Honeycutt
Michael Smith

Jenifer Freeman-Hite
Delores Luster

3. CLOSED SESSION

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

Pursuant to Virginia Code § 2.2-3711 A(8) Legal, and on **motion of Vice Mayor Honeycutt and second of Councilor Luster**, the South Hill Town Council entered into Closed Session to discuss the following matters as permitted by Virginia Code § 2.2-3711: A(8) Legal, consultation with legal counsel regarding the creation of a Regional Industrial Facilities Authority. The motion carried unanimously. The Mayor announced publicly in the meeting that the South Hill Town Council was now in Closed Session.

In addition to the Mayor and Town Council members, Town Manager Keli Reekes and Town Attorney Jesse Bausch were present during Closed Session.

4. OPEN SESSION

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

RESOLUTION CERTIFYING CLOSED SESSION

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

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

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

Councilor Feggins-Boone-Aye
Councilor Freeman-Hite-Aye
Vice Mayor Honeycutt-Aye
Councilor Sasser-Aye

Councilor Crocker-Aye
Councilor Hardee-Aye
Councilor Luster-Aye
Councilor Smith-Aye

There was no action taken in Open Session on the consultation with legal counsel regarding the creation of a Regional Industrial Facilities Authority.

5. ADJOURNMENT

There being no further business matters before the South Hill Town Council, Mayor Moody adjourned the special meeting at 6:22 p.m.

VALIDATION

Minutes approved this ____ day of _____, 20____.

Leanne Patrick, Clerk of Council

W.M. Moody, Mayor



SOUTH HILL TOWN COUNCIL
BUDGET WORK SESSION 1 MINUTES
MONDAY, MARCH 17, 2025, 3:00 P.M.

The South Hill Town Council met for a work session on Monday, March 17, 2025 at 3:00 p.m. in the Council Chambers of the South Hill Town Hall Temporary Location at 111 E. Danville Street, South Hill, Virginia 23970. The work session was held to review the Town's proposed budget for FY25-26. Proposed budget details were distributed to Council beforehand for review. Town Clerk Leanne Patrick took minutes of the work session.

1. CALL TO ORDER

The Honorable Mike Moody called the work session to order at 3:00 p.m.

2. ROLL CALL

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

A. Council Members

Randy Crocker
Gavin Honeycutt

Jenifer Freeman-Hite
Carl Sasser, Jr.

Ashley Hardee

Councilors Lillie Feggins-Boone, Delores Luster, and Michael Smith were absent from the work session.

B. Staff in Attendance

Keli Reekes, Town Manager
Dahlis Morrow, Dir. of Finance and Admin.
Brent Morris, Business Dev. Manager
Jason Houchins, Parks, Fac. & Grounds Supt.

Leanne Patrick, Town Clerk
Kristine Martin, HR Manager
David Hash, Code Compliance Official

3. DISCUSSION

Agenda items of discussion included the following:

A. Revenues, Rates, Fees, and Benefits

B. Mayor and Town Council

C. Finance and Administration – Dahlis Morrow

D. Town Manager Department – Keli Reekes

E. Business Development Department – Brent Morris

F. Human Resources – Kristine Martin

G. Code Compliance Department – David Hash

H. Non-Departmental

I. Facilities and Maintenance – Jason Houchins

J. Parks and Grounds – Jason Houchins

K. Library – Jason Houchins

Discussions included:

- An anticipated rate increase of health insurance premiums.
- Annual wage increases for employees.
- A proposal for a full-time IT professional.
- Holding property owners of dilapidated buildings accountable for timely improvements.
- Continued improvements to Centennial and Parker Parks that include lighting and fencing.
- Equipment upgrades for Parks, Facilities, and Grounds.

As a follow up to discussions, staff will look into providing Council with the following:

- Research into the Town's rights to enforce penalties on owners of dilapidated properties.
- Additional details regarding lighting requests for Centennial and Parker Parks.
- Revisit FY24-25 Budget to assess if there are any leftover funds to fulfill an equipment request made by Parks, Facilities, and Grounds.

No public comment was received and no matters were voted upon during the work session.

4. ADJOURNMENT

There being no further business matters before the South Hill Town Council, Mayor Moody adjourned the work session at 4:26 p.m.

VALIDATION

Minutes approved this _____ day of _____, 20_____.

Leanne Patrick, Town Clerk

W.M. Moody, Mayor



SOUTH HILL TOWN COUNCIL
BUDGET WORK SESSION 2 MINUTES
WEDNESDAY, MARCH 19, 2025, 3:00 P.M.

The South Hill Town Council met for a work session on Wednesday, March 19, 2025 at 3:00 p.m. in the Council Chambers of the South Hill Town Hall Temporary Location at 111 E. Danville Street, South Hill, Virginia 23970. The work session was held to review the Town's proposed budget for FY25-26. Proposed budget details were distributed to Council beforehand for review. Town Clerk Leanne Patrick took minutes of the work session.

1. CALL TO ORDER

The Honorable Mike Moody called the work session to order at 3:00 p.m.

2. ROLL CALL

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

A. Council Members

Randy Crocker
Gavin Honeycutt

Jenifer Freeman-Hite
Carl Sasser, Jr.

Ashley Hardee
Michael Smith

Councilors Lillie Feggins-Boone and Delores Luster were absent from the work session.
Councilors Hardee and Smith left early.

B. Staff in Attendance

Keli Reekes, Town Manager
Dahlis Morrow, Dir. of Finance and Admin.
CJ Dean, Dir. of Municipal Services
Allen Elliott, Infrastructure Superintendent

Leanne Patrick, Town Clerk
Greg Geist, Police Chief
Lee Pegram, Fleet Shop Supervisor

3. DISCUSSION

Agenda items of discussion included the following:

- A. Police Department – Greg Geist**
- B. Director of Municipal Services – CJ Dean**
- C. Fleet Maintenance – Lee Pegram**
- D. Street Maintenance – Allen Elliott**
- E. Solid Waste – Allen Elliott**
- F. Water Distribution System – Allen Elliott**

G. Sewer Collection System – Allen Elliott

Discussions included:

- Fleet replacements, equipment upgrades, and personnel requests from the Police Department.
- Infrastructure upgrades, storage building replacement and repairs, equipment purchases, and funding for ongoing projects for Street Maintenance.
- A bulk water filling station for efficiency for both Town staff and the public.
- Funding requests for engineering for infrastructure upgrades for sewer accessibility to underserved areas of the Town, infrastructure for development of RIFA, upgrades to the Parker Park pump station, and repairs to sewer per RedZone assessments.

No public comment was received, and no matters were voted upon during the work session.

4. ADJOURNMENT

There being no further business matters before the South Hill Town Council, Mayor Moody adjourned the work session at 5:45 p.m.

VALIDATION

Minutes approved this _____ day of _____, 20_____.

Leanne Patrick, Town Clerk

W.M. Moody, Mayor



SOUTH HILL TOWN COUNCIL
BUDGET WORK SESSION 3 MINUTES
WEDNESDAY, MARCH 26, 2025, 3:00 P.M.

The South Hill Town Council met for a work session on Wednesday, March 26, 2025, at 3:00 p.m. in the Council Chambers of the South Hill Town Hall Temporary Location at 111 E. Danville Street, South Hill, Virginia 23970. The work session was held to review the Town's proposed budget for FY25-26. Proposed budget details were distributed to Council beforehand for review. Town Clerk Leanne Patrick took minutes of the work session.

1. CALL TO ORDER

The Honorable Mike Moody called the work session to order at 3:18 p.m.

2. ROLL CALL

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

A. Council Members

Randy Crocker
Gavin Honeycutt

Jenifer Freeman-Hite
Carl Sasser, Jr.

Ashley Hardee
Michael Smith

Councilors Lillie Feggins-Boone and Delores Luster were absent from the work session. Councilor Freeman-Hite arrived late. Councilor Smith left early.

B. Staff in Attendance

Keli Reekes, Town Manager
Dahlis Morrow, Dir. of Finance and Admin.
CJ Dean, Dir. of Municipal Services

Leanne Patrick, Town Clerk
Wayne Hudson, WWTP Supt.
Brent Morris, Business Dev. Dir.

3. DISCUSSION

Agenda items of discussion included the following:

- A. Wastewater Treatment Plant – Wayne Hudson**
- B. Mecklenburg-Brunswick Regional Airport**
- C. South Hill Community Development Association**
- D. Southside Rescue Squad**
- E. South Hill Chamber of Commerce**
- F. The Colonial Center**

- G. South Hill Volunteer Fire Department**
- H. South Hill Bread Box**
- I. Lake Country Area Agency on Aging**
- J. Mecklenburg County Business Education Partnership**
- K. South Hill Revitalization Committee**
- L. Southern VA Food Hub/South Hill Farmers Market**
- M. Mecklenburg County Senior Citizens**

Discussions included:

- Funding requests from various community organizations were reviewed with clarity provided by Council that granted funds are unrestricted as long as funds are spent as intended per the organization's requests.
 - No financial information was provided from the Colonial Center.
 - Consensus to approve the request from the South Hill Community Development Association (CDA) was postponed until the Town Council special meeting called for April 14, 2025.
 - South Hill Chamber of Commerce Executive Director, Sandra Tanner answered questions from Council about various concerns, including expense breakdowns for Chamber events, grant pursuance, sponsorships, and additional outside funding opportunities. Discussions also included details surrounding Visitor Center operations, Town representation on the Chamber's board of directors, and economic development efforts.
- Council revisited two department requests from previous work sessions that included a consensus on lighting at Parker Park's basketball courts and a personnel request from the Police Department.

No public comment was received, and no matters were voted upon during the work session.

4. ADJOURNMENT

There being no further business matters before the South Hill Town Council, Mayor Moody adjourned the work session at 6:14 p.m.

VALIDATION

Minutes approved this ____ day of _____, 20____.

Leanne Patrick, Town Clerk

W.M. Moody, Mayor

**TOWN OF SOUTH HILL
FINANCE REPORT
CASH AND INVESTMENTS**

Prepared: April 9, 2025

For Month Ended March 31, 2025	Previous Month Bal.	Change	New Balance	Interest and Gain/(Loss)	Ending Balance
General Fund	\$ 8,915,595.81	\$ (1,413,124.50)	\$ 7,502,471.31	\$ 3,484.59	\$ 7,505,955.90
Water & Sewer Fund	\$ 64,562.16	\$ 2,818.97	\$ 67,381.13	\$ -	\$ 67,381.13
Cemetery Fund	\$ 20,571.45	\$ 800.00	\$ 21,371.45	\$ -	\$ 21,371.45
Nick's Lane	\$ 20,567.32	\$ (37,806.50)	\$ (17,239.18)	\$ -	\$ (17,239.18)
Total Checking	<u>\$ 9,021,296.74</u>	<u>\$ (1,447,312.03)</u>	<u>\$ 7,573,984.71</u>	<u>\$ 3,484.59</u>	<u>\$ 7,577,469.30</u>
Investments:					
Local Government Investment Pool	\$ 3,006,971.48		\$ 3,006,971.48	\$ 11,325.62	\$ 3,018,297.10
VIP Stable NAV Liquidity Pool	\$ 8,169,999.76		\$ 8,169,999.76	\$ 30,995.71	\$ 8,200,995.47
VIP 1-3 Year High Quality Bond Fund	\$ 10,630,680.39	\$ 9,205.82	\$ 10,639,886.21	\$ 37,889.95	\$ 10,677,776.16
First Citizens Investment	\$ 8,725,212.39	\$ 23,063.51	\$ 8,748,275.90	\$ 49,660.80	\$ 8,797,936.70
Total Investments	<u>\$ 30,532,864.02</u>	<u>\$ 32,269.33</u>	<u>\$ 30,565,133.35</u>	<u>\$ 129,872.08</u>	<u>\$ 30,695,005.43</u>
Police Federal Forfeiture/Seizure Account	\$ 26,110.69		\$ 26,110.69	\$ 2.22	\$ 26,112.91
Police State Forfeiture/Seizure Account	\$ 7,900.02	\$ (38.43)	\$ 7,861.59	\$ 0.65	\$ 7,862.24
Police Petty Cash Account	\$ 14,639.61	\$ (245.00)	\$ 14,394.61		\$ 14,394.61
Total Police Accounts	<u>\$ 48,650.32</u>	<u>\$ (283.43)</u>	<u>\$ 48,366.89</u>	<u>\$ 2.87</u>	<u>\$ 48,369.76</u>
Total Taxes Due Through 3/31/2025 (all years) <i>Real Estate and Personal Property</i>	\$ 539,287.61				

INCOME/EXPENSE REPORT

MARCH 2025

Account Description	Prior Period	Budget	YTD	Balance
CURRENT TAXES - REAL	2,026,961.46	2,000,000.00	2,365,458.43	365,458.43
DELINQUENT TAXES-REAL	2,369.06	10,000.00	18,506.10	8,506.10
CURRENT TAXES - PUB SER REAL	65,103.52	65,000.00	65,025.57	25.57
CURRENT TAXES - PUB SER PERS	0	900.00	0	-900.00
CURRENT TAXES-P/P,M/H,M/T	881,916.99	880,000.00	1,447,311.21	567,311.21
PPTRA REIMBURSEMENT	113,068.11	113,068.00	113,068.11	0.11
PENALTIES - ALL PROP.TAXES	12,001.40	20,000.00	16,853.52	-3,146.48
INTEREST - ALL PROP. TAXES	23,288.03	25,000.00	23,967.15	-1,032.85
COMMUNICATIONS SALES TAX	89,976.06	125,000.00	87,757.08	-37,242.92
CONSUM.UTILITY TAX-ELECT.	121,931.15	158,000.00	104,194.18	-53,805.82
CONSUM.UTILITY TAX-GAS	25,912.79	35,000.00	42,697.85	7,697.85
FRANCHISE TAX	0	0.00	760.31	760.31
MEALS TAX	2,046,288.74	2,500,000.00	2,123,494.90	-376,505.10
LODGING TAX	726,500.80	860,000.00	795,997.95	-64,002.05
CIGARETTE TAX	137,925.00	200,000.00	111,120.00	-88,880.00
BUSINESS LICENSE	1,280,279.97	1,100,000.00	1,234,310.71	134,310.71
PENALTIES - BUSINESS LICENSE	369.86	4,000.00	914.25	-3,085.75
LEVEL 3 LICENSE FEE	0	6,600.00	0	-6,600.00
MOTOR VEHICLE LICENSE FEES	38,272.27	45,000.00	38,364.76	-6,635.24
BANK STOCK TAXES	0	240,000.00	0	-240,000.00
PENALTIES - OTHER LOCAL TAX	13,309.93	10,000.00	11,969.47	1,969.47
INTEREST - OTHER LOCAL TAX	557.96	500.00	444.08	-55.92
BUILDING PERMITS	165,234.07	175,000.00	57,431.14	-117,568.86
COURT FINES/FORFEITURES	57,960.64	45,000.00	55,267.90	10,267.90
PARKING FINES	500.00	150.00	60.00	-90.00
EVENT PERMIT APPLICATION FEES	100.00	500.00	500.00	0.00
INVESTMENT GAINS (LOSSES)	-392,585.18	0.00	65,841.25	65,841.25
INTEREST ON DEPOSITS	699,951.87	150,000.00	721,945.37	571,945.37

INCOME/EXPENSE REPORT

MARCH 2025

Account Description	Prior Period	Budget	YTD	Balance
INCOME AND OTHER	0	0.00	35,750.55	35,750.55
RAILROAD LEASES	0	500.00	6,971.48	6,471.48
MECKLENBURG CO.TIPPING FEE	176,122.27	115,000.00	121,154.18	6,154.18
WASTE COLL & DISP FEES	409,925.11	530,000.00	341,073.52	-188,926.48
MOWING & BRUSH COLLECTION FEES	150.00	1,000.00	700.00	-300.00
WASTE COLLECTIONS PENALTY	14,450.51	10,000.00	11,402.29	1,402.29
CHARGES FOR COPIES	1,205.00	500.00	966.34	466.34
AT&T/VERIZON TANK RENTAL	44,588.52	60,400.00	45,659.27	-14,740.73
PARKER PARK INCOME	0	6,500.00	100.00	-6,400.00
ZONING & SUBDIVISION FEES	11,606.00	10,000.00	10,150.00	150.00
CENTENNIAL AMPHITHEATER INCOME	500.00	0.00	500.00	500.00
MISCELLANEOUS REVENUES	111,296.76	10,000.00	6,945.98	-3,054.02
EXPENSES-REIMBURSED	88,559.54	2,500.00	84.15	-2,415.85
MISC REVENUE - SALE OF PROPERTY	21,768.18	22,000.00	545,716.00	523,716.00
MISC REVENUE - DMV STOPS	2,870.63	5,000.00	600.00	-4,400.00
CENTENNIAL PAVILION/UPPER FIELD INC	100.00	0.00	0	0.00
ECONOMIC INCENTIVES	91,605.60	225,000.00	219,348.20	-5,651.80
OTHER CONTRIBUTIONS (SOLAR)	0	65,000.00	21,666.67	-43,333.33
MISC.RECOVERED COST	14,365.13	18,000.00	28,633.21	10,633.21
WATER/SEWER ADMIN FEES	120,000.00	162,500.00	0	-162,500.00
VRSA INSURANCE REFUND/DIVIDEND/GR	0	4,000.00	24,940.00	20,940.00
ROLLING STOCK (MVCT)	232.48	150.00	126.82	-23.18
MOBILE HOME TAX	0	0.00	150.00	150.00
RENTAL VEHICLE TAX	48,595.21	55,000.00	50,209.91	-4,790.09
SALES & USE TAX	763,386.66	700,000.00	808,559.04	108,559.04
STREET & HIGHWAY REVENUE	1,525,491.99	1,724,598.00	1,566,719.04	-157,878.96
FIRE PROGRAMS FUND	21,117.00	21,000.00	24,736.00	3,736.00

INCOME/EXPENSE REPORT

MARCH 2025

Account Description	Prior Period	Budget	YTD	Balance
E-SUMMONS	3,900.76	3,000.00	4,174.20	1,174.20
VDEM GRANT	0	0.00	12,115.24	12,115.24
LAW ENFORCEMENT HB599 GRANT	35,078.00	0.00	0	0.00
POLICE DEPT. GRANT	215,147.87	25,000.00	208,715.79	183,715.79
POLICE DEPT. GRANT - FEDERAL DMV	-11,452.14	0.00	0	0.00
ARTS COUNCIL GRANT	4,500.00	4,500.00	0	-4,500.00
STORMWATER/E&S REVENUE	0	0.00	4,500.00	4,500.00
INSURANCE RECOVERIES	119,723.49	20,000.00	30,855.84	10,855.84
TRANSFER FROM FUND BALANCE	0	5,166,055.00	0	-5,166,055.00
OVERPAYMENTS	3,045.69	0.00	2,229.19	2,229.19
GENERAL FUND Revenue Totals	11,975,074.76	17,735,921.00	13,638,714.20	-4,097,206.80

**INCOME/EXPENSE REPORT
MARCH 2025**

Account Description	Prior Period	Budget	YTD	Balance
MAYOR & TOWN COUNCIL	0	0	0	0
SALARIES	7,200.00	9,600.00	7,200.00	2,400.00
COUNCIL FEES	28,000.00	38,400.00	28,000.00	10,400.00
PLANNING COMMISSION FEES	870.00	5,040.00	1,520.00	3,520.00
FICA	2,725.87	4,058.00	2,836.62	1,221.38
UNEMPLOYMENT INSURANCE	39.90	100.00	43.25	56.75
CELL PHONE ALLOWANCE	120.00	480.00	360.00	120.00
INSURANCE-PUBLIC OFFICIALS	2,916.00	2,600.00	3,189.00	-589.00
TRAVEL- MEETINGS/EDUCATION	2,587.93	10,000.00	3,230.76	6,769.24
DUES & SUBSCRIPTIONS	3,389.00	3,500.00	3,282.00	218.00
DEPARTMENTAL SUPPLIES	739.81	750.00	875.94	-125.94
MAYOR & TOWN COUNCIL	48,588.51	74,528.00	50,537.57	23,990.43

INCOME/EXPENSE REPORT

MARCH 2025

Account Description	Prior Period	Budget	YTD	Balance
FINANCE AND ADMINISTRATION	0	0	0	0
SALARIES	209,374.19	210,136.00	162,516.65	47,619.35
SALARIES OVERTIME	46.36	100.00	126.41	-26.41
FICA	15,421.35	16,075.00	13,144.15	2,930.85
RETIREMENT	23,734.61	44,780.00	24,690.64	20,089.36
MEDICAL PLANS	33,395.17	36,800.00	31,678.30	5,121.70
GROUP LIFE INSURANCE	1,282.67	2,816.00	1,035.63	1,780.37
DISABILITY INSURANCE	1,063.78	1,790.00	829.60	960.40
UNEMPLOYMENT INSURANCE	65.82	60.00	41.96	18.04
WORKERS COMPENSATION	777.03	290.00	238.24	51.76
CLOTHING ALLOWANCE	0	0.00	150.00	-150.00
OFFICE EQUIP. MAINTENANCE	3,991.40	4,500.00	3,470.31	1,029.69
CONTRACT/TECHNICAL SERVICES	152,308.28	115,000.00	175,852.49	-60,852.49
POSTAGE	15,542.50	25,000.00	18,995.03	6,004.97
TELECOMMUNICATIONS	11,649.06	15,600.00	14,396.29	1,203.71
PROPERTY INSURANCE	1,332.00	1,300.00	1,464.00	-164.00
TRAVEL - MEETINGS/EDUCATION	1,569.59	2,000.00	778.41	1,221.59
DUES AND SUBSCRIPTIONS	14,559.34	18,100.00	2,588.59	15,511.41
HEPATITIS SHOTS/DRUG TEST/DMV	1,138.00	0.00	0	0.00
DEPARTMENTAL SUPPLIES	49,800.11	33,000.00	31,522.84	1,477.16
CIGARETTE STAMPS	0	10,478.00	0	10,478.00
FINANCE & ADMINISTRATION	537,051.26	537,825.00	483,519.54	54,305.46

INCOME/EXPENSE REPORT

MARCH 2025

Account Description	Prior Period	Budget	YTD	Balance
TOWN MANAGER	0	0	0	0
SALARY - TOWN MANAGER	115,536.22	133,000.00	103,192.31	29,807.69
SALARIES	65,306.05	87,123.00	28,849.23	58,273.77
VEHICLE ALLOWANCE	0	7,200.00	7,661.52	-461.52
FICA	13,999.88	17,390.00	10,703.82	6,686.18
RETIREMENT	16,493.20	46,269.00	25,453.97	20,815.03
MEDICAL PLANS	13,322.11	18,803.00	11,987.48	6,815.52
GROUP LIFE INSURANCE	1,013.33	2,910.00	851.99	2,058.01
DISABILITY INSURANCE	729.21	1,130.00	691.56	438.44
UNEMPLOYMENT INSURANCE	31.20	40.00	18.75	21.25
WORKERS COMPENSATION	108.00	200.00	130.00	70.00
CELL PHONE ALLOWANCE	790.00	900.00	1,020.00	-120.00
TELECOMMUNICATIONS	0	0.00	180.03	-180.03
TRAVEL - MEETINGS/EDUCATION	2,150.39	5,000.00	1,773.74	3,226.26
DUES & SUBSCRIPTIONS	550.00	700.00	895.43	-195.43
DEPARTMENTAL SUPPLIES	0	1,874.00	434.25	1,439.75
TOWN MANAGER	230,029.59	322,539.00	193,844.08	128,694.92

**INCOME/EXPENSE REPORT
MARCH 2025**

Account Description	Prior Period	Budget	YTD	Balance
DIRECTOR OF MUNICIPAL SERVICES	0	0	0	0
SALARY	96,729.57	127,857.00	99,235.98	28,621.02
VEHICLE ALLOWANCE	5,261.48	7,200.00	5,538.40	1,661.60
FICA	7,871.21	10,332.00	8,083.40	2,248.60
RETIREMENT	10,137.53	27,246.00	20,408.04	6,837.96
MEDICAL PLANS	7,049.62	9,200.00	8,962.04	237.96
GROUP LIFE INSURANCE	622.83	1,713.00	640.83	1,072.17
DISABILITY INSURANCE	498.30	600.00	509.70	90.30
UNEMPLOYMENT INSURANCE	10.40	20.00	10.40	9.60
WORKERS COMPENSATION	660.00	1,090.00	809.00	281.00
TELECOMMUNICATIONS	291.25	800.00	388.69	411.31
CELLULAR/MOBILE COMMUNICATION	48.43	0.00	0	0.00
TRAVEL - MEETINGS/EDUCATION	0	1,000.00	0	1,000.00
DUES & SUBSCRIPTIONS	145.00	500.00	80.00	420.00
DEPARTMENTAL SUPPLIES	0	500.00	0	500.00
DIRECTOR OF MUNICIPAL SERVICES	129,325.62	188,058.00	144,666.48	43,391.52

INCOME/EXPENSE REPORT

MARCH 2025

Account Description	Prior Period	Budget	YTD	Balance
BUSINESS DEVELOPMENT DEPT	0	0	0	0
SALARY	68,210.08	90,660.00	49,816.88	40,843.12
VEHICLE ALLOWANCE	5,261.48	7,200.00	3,876.88	3,323.12
FICA	5,755.30	7,486.00	4,084.88	3,401.12
RETIREMENT	8,337.78	19,320.00	8,344.63	10,975.37
MEDICAL PLANS	7,042.74	9,200.00	5,392.50	3,807.50
GROUP LIFE INSURANCE	441.54	1,215.00	303.72	911.28
DISABILITY INSURANCE	366.64	440.00	258.02	181.98
UNEMPLOYMENT INSURANCE	10.40	20.00	8.84	11.16
WORKERS COMPENSATION	44.00	80.00	0	80.00
CELL PHONE ALLOWANCE	1,215.00	900.00	450.00	450.00
TELECOMMUNICATIONS	360.06	800.00	625.21	174.79
CELLULAR/MOBILE COMMUNICATION	60.01	0.00	0	0.00
TRAVEL - MEETING/EDUCATION	321.59	5,000.00	82.79	4,917.21
DUES & SUBSCRIPTIONS	350.00	500.00	350.00	150.00
MARKETING	20,571.99	50,000.00	37,426.26	12,573.74
DEPARTMENTAL SUPPLIES	379.99	1,000.00	0	1,000.00
SITE READINESS	81,828.08	40,000.00	0	40,000.00
BUSINESS INCENTIVE EXPENSE	2,725.88	20,000.00	2,402.38	17,597.62
FACADE AND UP FIT INCENTIVE EXPENSE	22,153.39	100,000.00	19,758.01	80,241.99
BUSINESS DEVELOPMENT DEPT	225,435.95	353,821.00	133,181.00	220,640.00

INCOME/EXPENSE REPORT
MARCH 2025

Account Description	Prior Period	Budget	YTD	Balance
HUMAN RESOURCES DEPT	0	0	0	0
HUMAN RESOURCES SALARY	0	92,880.00	68,873.78	24,006.22
INCENTIVE PAY	0	68,000.00	0	68,000.00
FICA	0	7,105.00	5,143.35	1,961.65
RETIREMENT	0	19,793.00	10,778.87	9,014.13
MEDICAL PLANS	0	9,200.00	8,540.66	659.34
GROUP LIFE INSURANCE	0	1,245.00	414.88	830.12
DISABILITY INSURANCE	0	350.00	377.10	-27.10
UNEMPLOYMENT INSURANCE	0	60.00	8.92	51.08
WORKERS COMPENSATION	0	290.00	39.00	251.00
CERTIFICATION INCENTIVE PAY	0	21,281.00	2,518.90	18,762.10
CONTRACT/TECHNICAL SERVICES	0	25,000.00	8,385.21	16,614.79
TRAVEL-MEETINGS/EDUCATION	0	1,000.00	573.54	426.46
EMPLOYEE APPRECIATION/RECOGNITION	0	20,000.00	8,903.01	11,096.99
DUES & SUBSCRIPTIONS	0	20,000.00	4,674.99	15,325.01
HEPATITIS SHOTS/DRUG TEST/DMV	0	2,750.00	1,665.00	1,085.00
DEPARTMENTAL SUPPLIES	0	1,000.00	856.87	143.13
HUMAN RESOURCES DEPT	0.00	289,954.00	121,754.08	168,199.92

INCOME/EXPENSE REPORT

MARCH 2025

Account Description	Prior Period	Budget	YTD	Balance
NON-DEPARTMENTAL	0	0	0	0
EMPLOYEE APPRECIATION/RECOGNITION	4,415.60	0.00	0	0.00
ADVERTISING	2,672.18	8,000.00	4,520.71	3,479.29
AUDIT	20,180.60	32,000.00	0	32,000.00
LEGAL EXPENSES	203,999.47	320,000.00	213,250.31	106,749.69
REFUNDS ON TAXES	10.00	2,500.00	6,424.22	-3,924.22
MISCELLANEOUS REFUNDS	0	500.00	29.10	470.90
ECONOMIC INCENTIVE GRANT	0	30,000.00	0	30,000.00
PROPERTY INSURANCE - MISC	16,660.00	17,974.00	14,958.00	3,016.00
OPERATING/CAPITAL RESERVE	20,000.00	400,000.00	0	400,000.00
DMV STOP EXPENSE	1,659.00	4,500.00	459.00	4,041.00
NON-DEPARTMENTAL	269,596.85	815,474.00	239,641.34	575,832.66

INCOME/EXPENSE REPORT

MARCH 2025

Account Description	Prior Period	Budget	YTD	Balance
POLICE DEPARTMENT	0	0	0	0
SALARY - CHIEF	87,398.71	131,970.00	110,002.60	21,967.40
SALARIES - OVERTIME	58,412.21	55,000.00	71,210.31	-16,210.31
SALARIES - PART TIME	1,611.50	14,000.00	1,317.06	12,682.94
SALARIES - COMMAND STAFF	106,654.24	181,261.00	157,931.21	23,329.79
SALARIES - CORPLS & PTRL OFFICERS	546,713.98	786,489.00	503,610.16	282,878.84
SALARIES - CLERK & DISPATCHERS	88,580.32	123,732.00	115,867.59	7,864.41
SALARY - PT DISPATCHERS	2,862.00	2,000.00	3,430.00	-1,430.00
SALARIES - SRGTS & DETECTIVES	337,719.96	537,183.00	352,766.87	184,416.13
SALARY - ANIMAL WARDEN	15,724.92	21,000.00	16,059.14	4,940.86
HOLIDAY PAY	70,755.62	68,000.00	75,550.97	-7,550.97
FICA	98,554.39	141,727.00	104,792.60	36,934.40
RETIREMENT	123,789.75	375,192.00	243,983.28	131,208.72
MEDICAL PLANS	210,013.57	248,400.00	247,292.18	1,107.82
GROUP LIFE INSURANCE	7,439.79	23,593.00	7,579.87	16,013.13
DISABILITY INSURANCE	467.92	800.00	524.49	275.51
LINE OF DUTY ACT EXPENSE	28,784.00	30,250.00	17,039.00	13,211.00
UNEMPLOYMENT INSURANCE	293.46	380.00	228.49	151.51
WORKERS COMPENSATION	43,804.00	50,000.00	50,325.00	-325.00
CELL PHONE ALLOWANCE	360.00	480.00	360.00	120.00
UNIFORMS	10,438.44	18,000.00	13,044.83	4,955.17
CLOTHING ALLOWANCE	2,923.65	4,050.00	4,023.65	26.35
GYM MEMBERSHIPS/OFFICER WELLNESS	0	6,000.00	0	6,000.00
REPAIRS & MAINTENANCE	2,465.22	20,000.00	4,485.79	15,514.21
OFFICE EQUIP. MAINTENANCE	5,968.85	20,000.00	12,646.57	7,353.43
ADVERTISING	0	500.00	97.60	402.40
ELECTRICAL SERVICE	7,035.88	9,000.00	6,712.15	2,287.85

INCOME/EXPENSE REPORT

MARCH 2025

Account Description	Prior Period	Budget	YTD	Balance
NATURAL GAS/HEATING	1,388.71	2,500.00	1,920.62	579.38
TELECOMMUNICATIONS	22,709.44	35,000.00	24,252.19	10,747.81
PROPERTY & LIABILITY INSURANCE	25,368.00	25,360.00	30,475.65	-5,115.65
CLEANING/JANITORIAL SUPPLIES	6,424.86	9,000.00	6,821.19	2,178.81
VEHICLE & EQUIP. MAINTENANCE	27,770.11	40,000.00	28,274.05	11,725.95
FUEL EXPENSE	46,849.43	60,000.00	44,530.80	15,469.20
SHOOTING RANGE EXPENSE	5,686.46	20,000.00	10,543.77	9,456.23
TRAVEL - MEETINGS/EDUCATION	33,631.97	50,000.00	40,372.91	9,627.09
FORENSICS EXPENSE	2,139.18	2,500.00	3,427.48	-927.48
DRUG ENFORCEMENT EXPENSES	3,825.00	7,000.00	4,274.00	2,726.00
RECORDS MANAGEMENT EXPENSES	11,642.99	18,000.00	14,765.40	3,234.60
DUES & SUBSCRIPTIONS	11,877.31	14,000.00	13,837.50	162.50
PHYSICALS	1,967.00	2,000.00	140.00	1,860.00
DEPARTMENTAL SUPPLIES	21,064.07	39,200.00	34,152.33	5,047.67
AXON LEASE	36,502.95	44,000.00	53,598.92	-9,598.92
FLOCK SAFETY LEASE	0	14,000.00	0	14,000.00
IT SERVICE & MAINTENANCE	39,313.11	58,000.00	32,527.72	25,472.28
GRANT EXPENSES	200,552.44	25,000.00	16,368.71	8,631.29
COMMUNICATIONS EQUIPMENT	0	8,000.00	6,754.12	1,245.88
CAPITAL OUTLAY	39,612.76	774,387.00	104,152.83	670,234.17
POLICE DEPARTMENT	2,397,098.17	4,116,954.00	2,592,071.60	1,524,882.40

INCOME/EXPENSE REPORT

MARCH 2025

Account Description	Prior Period	Budget	YTD	Balance
CODE COMPLIANCE OFFICIAL	0	0	0	0
SALARIES	149,972.49	201,744.00	157,841.13	43,902.87
FICA	11,463.74	15,433.00	11,996.70	3,436.30
RETIREMENT	15,866.76	42,992.00	29,190.07	13,801.93
MEDICAL PLANS	21,468.56	27,600.00	27,674.34	-74.34
GROUP LIFE INSURANCE	955.55	2,703.00	1,008.81	1,694.19
DISABILITY INSURANCE	906.33	960.00	839.50	120.50
UNEMPLOYMENT INSURANCE	31.20	40.00	24.00	16.00
WORKERS COMPENSATION	776.00	1,190.00	922.00	268.00
CELL PHONE ALLOWANCE	720.00	960.00	720.00	240.00
UNIFORMS	0	1,200.00	0	1,200.00
ADVERTISING	537.00	4,000.00	2,218.35	1,781.65
PROPERTY INSURANCE	860.00	900.00	746.00	154.00
VEHICLE & EQUIP. MAINTENANCE	1,464.34	700.00	1,117.56	-417.56
FUEL EXPENSE	1,015.05	1,800.00	1,090.01	709.99
STATE LEVY - 2% OF PERMIT REV	2,676.58	2,000.00	10,395.95	-8,395.95
TRAVEL - MEETINGS/EDUCATION	507.08	2,500.00	48.60	2,451.40
DUES & SUBSCRIPTIONS	150.00	250.00	165.00	85.00
DEMOLITION COSTS	870.00	30,000.00	0	30,000.00
REIMBURSE FEES	0	200.00	170.68	29.32
DEPARTMENTAL SUPPLIES	828.59	1,500.00	46.22	1,453.78
STORMWATER / E&S	8,010.50	10,000.00	7,456.00	2,544.00
CAPITAL OUTLAY	0	41,130.00	38,312.70	2,817.30
CODE COMPLIANCE OFFICIAL	219,079.77	389,802.00	291,983.62	97,818.38

INCOME/EXPENSE REPORT

MARCH 2025

Account Description	Prior Period	Budget	YTD	Balance
STREET MAINTENANCE	0	0	0	0
SALARIES	272,350.90	377,276.00	284,013.80	93,262.20
SALARIES - OVERTIME	9,247.59	15,000.00	20,039.59	-5,039.59
FICA	20,890.63	30,010.00	22,915.15	7,094.85
RETIREMENT	28,480.94	80,398.00	49,676.25	30,721.75
MEDICAL PLANS	47,335.20	64,400.00	60,230.12	4,169.88
GROUP LIFE INSURANCE	1,724.28	5,056.00	1,824.76	3,231.24
DISABILITY INSURANCE	1,344.25	1,920.00	1,512.37	407.63
UNEMPLOYMENT INSURANCE	97.62	80.00	61.56	18.44
WORKERS COMPENSATION	9,124.00	20,330.00	11,279.00	9,051.00
CELL PHONE ALLOWANCE	360.00	480.00	400.00	80.00
UNIFORMS	3,548.45	2,000.00	0	2,000.00
CLOTHING ALLOWANCE	0	2,100.00	1,050.00	1,050.00
ENGINEERING	1,717.00	12,000.00	11,494.00	506.00
ELECTRIC SERVICE(STREETLIGHTS)	64,873.40	110,000.00	70,518.46	39,481.54
TELECOMMUNICATIONS	2,520.28	3,470.00	3,490.06	-20.06
CELLULAR/MOBILE COMMUNICATION	88.44	0.00	0	0.00
PROPERTY INSURANCE	13,468.00	14,500.00	11,098.00	3,402.00
STREET MAINTENANCE	270,060.91	1,814,969.00	570,161.69	1,244,807.31
VEHICLE & EQUIP. MAINTENANCE	24,787.01	40,000.00	39,478.02	521.98
FUEL EXPENSE	18,772.73	35,000.00	18,105.59	16,894.41
TRAVEL - MEETINGS/EDUCATION	6,762.87	8,500.00	1,241.08	7,258.92
HEPATITIS SHOTS/DRUG TEST/DMV	1,016.00	0.00	0	0.00
DEPARTMENTAL SUPPLIES	206.36	16,074.00	9,045.75	7,028.25
SAFETY/PROTECTIVE EQUIP.	2,225.20	2,500.00	3,191.49	-691.49
CAPITAL OUTLAY	153,880.14	1,471,717.00	131,725.00	1,339,992.00
STREET MAINTENANCE	954,882.20	4,127,780.00	1,322,551.74	2,805,228.26

INCOME/EXPENSE REPORT
MARCH 2025

Account Description	Prior Period	Budget	YTD	Balance
SOLID WASTE	0	0	0	0
SALARIES	117,613.57	153,414.00	124,684.35	28,729.65
SALARIES - OVERTIME	5,030.43	8,500.00	7,405.51	1,094.49
FICA	9,405.90	12,386.00	10,093.97	2,292.03
RETIREMENT	12,041.46	32,693.00	22,371.46	10,321.54
MEDICAL PLANS	21,551.38	27,600.00	25,151.28	2,448.72
GROUP LIFE INSURANCE	720.48	2,056.00	765.92	1,290.08
DISABILITY INSURANCE	622.20	760.00	656.40	103.60
UNEMPLOYMENT INSURANCE	31.20	40.00	24.00	16.00
WORKERS COMPENSATION	6,732.00	11,030.00	9,213.00	1,817.00
UNIFORMS	1,072.75	1,100.00	0	1,100.00
CLOTHING ALLOWANCE	0	900.00	450.00	450.00
REPAIRS & MAINTENANCE	22,699.00	30,000.00	22,791.99	7,208.01
PROPERTY INSURANCE	5,506.00	5,200.00	4,049.00	1,151.00
VEHICLE & EQUIP. MAINTENANCE	20,134.48	37,276.00	66,422.37	-29,146.37
FUEL EXPENSE	19,355.08	25,000.00	12,367.72	12,632.28
HEPATITIS SHOTS/DRUG TEST/DMV	51.00	0.00	0	0.00
DEPARTMENTAL SUPPLIES	0	0.00	568.11	-568.11
SAFETY/PROTECTIVE EQUIP.	138.35	750.00	288.95	461.05
WASTE COLLECTION FEE	231,972.71	365,000.00	249,788.36	115,211.64
LANDFILL TIPPING FEES	115,965.20	100,000.00	90,903.60	9,096.40
CAPITAL OUTLAY	0	225,000.00	0	225,000.00
SOLID WASTE	590,643.19	1,038,705.00	647,995.99	390,709.01

INCOME/EXPENSE REPORT

MARCH 2025

Account Description	Prior Period	Budget	YTD	Balance
FLEET MAINTENANCE	0	0	0	0
SALARIES	167,376.15	222,615.00	118,723.34	103,891.66
SALARIES - OVERTIME	0	1,000.00	3,851.44	-2,851.44
FICA	12,798.15	17,107.00	9,419.33	7,687.67
RETIREMENT	18,507.87	47,440.00	18,792.63	28,647.37
MEDICAL PLANS	14,430.17	27,600.00	13,101.83	14,498.17
GROUP LIFE INSURANCE	1,065.63	2,983.00	769.07	2,213.93
DISABILITY INSURANCE	884.50	1,070.00	699.53	370.47
UNEMPLOYMENT INSURANCE	31.20	40.00	32.80	7.20
WORKERS COMPENSATION	2,024.00	4,320.00	2,720.00	1,600.00
CELL PHONE ALLOWANCE	0	0.00	360.00	-360.00
UNIFORMS	381.75	600.00	0	600.00
CLOTHING ALLOWANCE	0	900.00	450.00	450.00
REPAIRS & MAINTENANCE	8,028.53	59,533.00	56,554.77	2,978.23
ELECTRICAL SERVICE	6,665.58	10,000.00	6,118.59	3,881.41
HEATING	4,901.67	5,000.00	6,540.16	-1,540.16
TELECOMMUNICATIONS	2,518.96	3,500.00	2,500.99	999.01
CELLULAR/MOBILE COMMUNICATION	88.44	0.00	0	0.00
PROPERTY INSURANCE	916.00	700.00	876.00	-176.00
VEHICLE & EQUIP. MAINTENANCE	11,951.43	20,000.00	16,050.71	3,949.29
FUEL EXPENSE	506.24	800.00	432.17	367.83
TRAVEL - MEETINGS/EDUCATION	0	300.00	60.00	240.00
DUES & SUBSCRIPTIONS	3,074.00	5,500.00	3,035.00	2,465.00
DEPARTMENTAL SUPPLIES	187.95	500.00	1,407.16	-907.16
SAFETY/PROTECTIVE EQUIP.	191.60	1,000.00	2,092.52	-1,092.52
FLEET MAINTENANCE	256,529.82	432,508.00	264,588.04	167,919.96

INCOME/EXPENSE REPORT

MARCH 2025

Account Description	Prior Period	Budget	YTD	Balance
FACILITY MAINTENANCE	0	0	0	0
SALARIES	145,054.95	115,376.00	88,741.73	26,634.27
SALARIES - OVERTIME	160.33	500.00	76.53	423.47
FICA	11,276.97	10,395.00	6,847.58	3,547.42
RETIREMENT	14,550.72	28,849.00	13,252.82	15,596.18
MEDICAL PLANS	28,284.16	27,600.00	21,505.74	6,094.26
GROUP LIFE INSURANCE	858.26	1,814.00	545.76	1,268.24
DISABILITY INSURANCE	732.07	920.00	489.63	430.37
UNEMPLOYMENT INSURANCE	41.60	50.00	16.00	34.00
WORKERS COMPENSATION	1,356.00	2,850.00	1,811.00	1,039.00
UNIFORMS	224.25	600.00	203.70	396.30
CLOTHING ALLOWANCE	0	1,200.00	150.00	1,050.00
REPAIRS & MAINTENANCE	20,691.84	176,000.00	274,404.06	-98,404.06
ENGINEERING	0	10,000.00	18,315.00	-8,315.00
ELECTRICAL SERVICE	10,195.99	15,000.00	23,924.66	-8,924.66
HEATING	4,751.57	7,000.00	4,558.04	2,441.96
PROPERTY INSURANCE	8,852.00	8,500.00	10,971.00	-2,471.00
CLEANING/JANITORIAL SUPPLIES	7,593.74	7,500.00	2,846.52	4,653.48
VEHICLE & EQUIP. MAINTENANCE	0	600.00	932.16	-332.16
FUEL EXPENSE	591.41	800.00	920.07	-120.07
SAFETY/PROTECTIVE EQUIP.	300.00	600.00	1,405.35	-805.35
CAPITAL OUTLAY	1,954,718.14	520,000.00	201,378.94	318,621.06
DEBT SERVICE	90,168.83	163,284.00	172,328.53	-9,044.53
FACILITY MAINTENANCE	2,300,402.83	1,099,438.00	845,624.82	253,813.18

INCOME/EXPENSE REPORT

MARCH 2025

Account Description	Prior Period	Budget	YTD	Balance
PARKS AND GROUNDS	0	0	0	0
SALARIES	194,628.01	325,138.00	239,867.19	85,270.81
SALARIES - OVERTIME	0	2,000.00	0	2,000.00
FICA	14,732.95	25,026.00	18,211.04	6,814.96
RETIREMENT	20,479.34	69,287.00	38,182.92	31,104.08
MEDICAL PLANS	35,785.34	64,400.00	43,421.65	20,978.35
GROUP LIFE INSURANCE	1,207.14	4,355.00	1,498.05	2,856.95
DISABILITY INSURANCE	1,080.83	1,430.00	1,305.85	124.15
UNEMPLOYMENT INSURANCE	74.58	70.00	67.41	2.59
WORKERS COMPENSATION	2,784.00	5,820.00	2,937.00	2,883.00
CELL PHONE ALLOWANCE	0	0.00	240.00	-240.00
UNIFORMS	822.55	2,500.00	0	2,500.00
CLOTHING ALLOWANCE	0	1,800.00	1,050.00	750.00
REPAIRS & MAINTENANCE	74,875.19	105,000.00	74,284.86	30,715.14
ELECTRICAL SERVICE	14,229.46	25,000.00	16,224.54	8,775.46
TELECOMMUNICATIONS	4,749.41	5,720.00	5,526.51	193.49
CELLULAR/MOBILE COMMUNICATION	48.43	480.00	0	480.00
PROPERTY INSURANCE	2,620.00	2,600.00	3,585.00	-985.00
VEHICLE & EQUIP. MAINTENANCE	2,545.82	8,000.00	5,537.24	2,462.76
FUEL EXPENSE	2,911.61	8,000.00	5,267.37	2,732.63
TRAVEL - MEETINGS/EDUCATION	100.00	2,000.00	1,047.93	952.07
HEPATITIS SHOTS/DRUG TEST/DMV	415.00	0.00	0	0.00
DEPARTMENTAL SUPPLIES	47.52	250.00	0	250.00
SAFETY/PROTECTIVE EQUIP.	382.00	1,000.00	388.41	611.59
CAPITAL OUTLAY	30,421.57	1,146,283.00	577,390.57	568,892.43
PARKS AND GROUNDS	404,940.75	1,806,159.00	1,036,033.54	770,125.46

INCOME/EXPENSE REPORT

MARCH 2025

Account Description	Prior Period	Budget	YTD	Balance
LIBRARY	0	0	0	0
REPAIRS & MAINTENANCE	888.83	12,850.04	13,071.46	-221.42
ELECTRICAL SERVICE	8,541.33	13,000.00	8,973.60	4,026.40
HEATING	2,444.19	5,149.96	2,473.40	2,676.56
LIBRARY	11,874.35	31,000.00	24,518.46	6,481.54

INCOME/EXPENSE REPORT
MARCH 2025

Account Description	Prior Period	Budget	YTD	Balance
COMMUNITY DEVELOPMENT	0	0	0	0
REGIONAL PLANNING COMMISSION	7,534.40	7,604.00	7,603.20	0.80
REGIONAL AIRPORT	25,000.00	25,000.00	25,000.00	0.00
SOUTH HILL CDA	0	50,000.00	50,000.00	0.00
COMMUNITY DEVELOPMENT	24,609.45	58,448.00	31,737.97	26,710.03
CDA FACILITIES REPAIRS/MAINTENANCE	1,529.26	0.00	0	0.00
MECKLENBURG COUNTY PUBLIC LIBRARY	7,380.00	7,610.00	0	7,610.00
SOUTHSIDE RESCUE SQUAD	150,000.00	150,000.00	150,000.00	0.00
CHAMBER OF COMMERCE/SHOPS OF SOL	0	175,000.00	175,000.00	0.00
THE COLONIAL CENTER	0	15,000.00	0	15,000.00
SOUTH HILL VOLUNTEER FIRE DEPARTME	0	1,000,000.00	1,024,736.00	-24,736.00
LAB BUS	0	43,497.00	0	43,497.00
BUSINESS EDUCATION PARTNERSHIP	4,000.00	4,000.00	4,000.00	0.00
SOUTH HILL REVITALIZATION	8,000.00	50,000.00	50,000.00	0.00
SOUTHERN VA FOOD HUB	5,820.00	12,000.00	12,000.00	0.00
COLONIAL CENTER - VCA GRANT AND MA	10,000.00	9,000.00	0	9,000.00
ROANOKE RIVER RAILS TO TRAILS	500.00	500.00	500.00	0.00
MECKLENBURG COUNTY SENIOR CITIZEN	0	2,500.00	2,500.00	0.00
CAPITAL OUTLAY	0	510,217.00	0	510,217.00
COMMUNITY DEVELOPMENT	244,373.11	2,120,376.00	1,533,077.17	587,298.83

INCOME/EXPENSE REPORT
MARCH 2025

Account Description	Prior Period	Budget	YTD	Balance
WATER SALES	1,301,864.12	1,648,000.00	1,147,950.17	-500,049.83
WATER CONNECTION FEES	16,163.50	16,000.00	20,000.00	4,000.00
SEWAGE TREATMENT/LACROSSE	38,222.02	40,000.00	37,096.45	-2,903.55
SEWAGE TREATMENT/BRODNAX	16,708.16	20,000.00	10,549.04	-9,450.96
PENALTIES-PAST DUE SALES	56,909.87	75,000.00	47,468.48	-27,531.52
INTEREST ON DEPOSITS	244,851.45	100,000.00	99,674.16	-325.84
WWTP EXPANSION PAYMENT/LACROSSE	13,103.10	17,470.00	13,103.10	-4,366.90
WWTP EXPANSION PAYMENT/BRODNAX	6,551.55	8,735.00	6,551.55	-2,183.45
SEPTIC TANK HAULERS FEE	46,116.77	60,000.00	96,074.54	36,074.54
SET UP FEE - BULK WATER	20.00	200.00	20.00	-180.00
CUT ON / TRANSFER FEES	42,160.00	50,000.00	36,180.00	-13,820.00
LEACHATE TREATMENT	387,802.10	425,000.00	118,864.66	-306,135.34
TRANSFER FROM FUND BALANCE (ARPA)	0	1,154,193.00	0	-1,154,193.00
TRANSFER FROM FUND BALANCE	0	1,536,829.00	0	-1,536,829.00
TRANSFER FROM GENERAL FUND	0	3,938,048.00	0	-3,938,048.00
MISCELLANEOUS INCOME	5,044.76	2,000.00	85,602.88	83,602.88
SEWER SALES	1,137,109.73	1,472,000.00	992,005.36	-479,994.64
SEWER CONNECTION FEES	12,000.00	24,000.00	9,000.00	-15,000.00
VDH LEAD SERVICE LINE INVENTORY GR/	0	100,000.00	127,047.07	27,047.07
AMERICAN RESCUE PLAN SEWER COLL C	0	492,580.00	0	-492,580.00
CONSTRUCTION CONTRIBUTION	0	3,560,000.00	0	-3,560,000.00
SALE OF PROPERTY	0	15,000.00	0	-15,000.00
WATER & SEWER FUND Revenue Totals	3,324,627.13	14,755,055.00	2,847,187.46	-11,907,867.54

INCOME/EXPENSE REPORT

MARCH 2025

Account Description	Prior Period	Budget	YTD	Balance
WATER & SEWER FUND	0	0	0	0
WATER DISTRIBUTION SYSTEMS	0	0	0	0
SALARIES	64,132.19	142,030.00	78,803.57	63,226.43
SALARIES - OVERTIME	2,354.96	9,000.00	4,910.34	4,089.66
INCENTIVE	0	9,700.00	0	9,700.00
FICA	5,046.43	12,296.00	6,390.11	5,905.89
RETIREMENT	6,412.38	30,267.00	14,286.11	15,980.89
MEDICAL PLANS	10,855.81	27,600.00	17,821.93	9,778.07
GROUP LIFE INSURANCE	388.98	1,903.00	487.70	1,415.30
DISABILITY INSURANCE	341.12	530.00	511.84	18.16
UNEMPLOYMENT INSURANCE	15.60	30.00	22.11	7.89
WORKERS COMPENSATION	2,108.00	3,590.00	1,408.00	2,182.00
UNIFORMS	732.75	1,600.00	0	1,600.00
CLOTHING ALLOWANCE	0	600.00	450.00	150.00
REPAIRS AND MAINTENANCE	75,195.32	152,994.00	93,537.99	59,456.01
CONTRACT/TESTING SERVICES	3,447.45	6,500.00	19,269.32	-12,769.32
ENGINEERING	9,350.00	5,000.00	10,369.90	-5,369.90
ELECTRICAL SERVICE	2,450.22	3,500.00	3,763.57	-263.57
TELECOMMUNICATIONS	652.49	1,200.00	1,718.75	-518.75
CELLULAR/MOBILE COMMUNICATION	88.44	0.00	0	0.00
PROPERTY INSURANCE	6,256.00	6,600.00	6,371.00	229.00
VEHICLE & EQUIP. MAINTENANCE	1,898.95	2,500.00	2,260.43	239.57
FUEL EXPENSE	2,593.35	5,000.00	2,170.43	2,829.57
VA DEPT OF HEALTH FEES	7,842.00	8,000.00	7,842.00	158.00
TRAVEL - MEETINGS/EDUCATION	694.09	2,000.00	958.99	1,041.01
WATER TANK MAINTENANCE	73,685.00	80,000.00	76,116.61	3,883.39
HEPATITIS SHOTS/DRUG TEST/DMV	280.00	0.00	0	0.00

INCOME/EXPENSE REPORT

MARCH 2025

Account Description	Prior Period	Budget	YTD	Balance
DEPARTMENTAL SUPPLIES	0	200.00	0	200.00
SAFETY/PROTECTIVE EQUIP.	222.49	600.00	300.00	300.00
BUSINESS INCENTIVE EXPENSE	0	100,000.00	10,000.00	90,000.00
NORTHSIDE INFRASTRUCTURE	0	4,450,000.00	15,313.88	4,434,686.12
AMERICAN RESCUE PLAN ACT EXPENSES	1,107,722.78	400,000.00	814,166.47	-414,166.47
CAPITAL OUTLAY	0	1,222,500.00	284,359.64	938,140.36
WATER PURCHASES - RRSA	755,712.26	1,300,000.00	789,633.78	510,366.22
DEBT SERVICE	201,824.94	365,478.00	334,453.79	31,024.21
TRANSFER TO OTHER FUNDS	60,000.00	81,250.00	0	81,250.00
WATER AND SEWER	2,402,304.00	8,432,468.00	2,597,698.26	5,834,769.74

INCOME/EXPENSE REPORT

MARCH 2025

Account Description	Prior Period	Budget	YTD	Balance
SEWER COLLECTION SYSTEM	0	0	0	0
SALARIES	86,125.54	142,030.00	104,641.98	37,388.02
SALARIES - OVERTIME	3,414.02	9,000.00	6,542.27	2,457.73
FICA	6,735.01	11,554.00	8,407.67	3,146.33
RETIREMENT	8,842.57	30,267.00	17,941.18	12,325.82
MEDICAL PLANS	13,868.03	27,600.00	20,023.94	7,576.06
GROUP LIFE INSURANCE	514.19	1,903.00	651.51	1,251.49
DISABILITY INSURANCE	444.79	530.00	491.06	38.94
UNEMPLOYMENT INSURANCE	26.00	30.00	21.60	8.40
WORKERS COMPENSATION	812.00	1,410.00	580.00	830.00
UNIFORMS	254.25	1,600.00	0	1,600.00
CLOTHING ALLOWANCE	0	600.00	300.00	300.00
REPAIRS & MAINTENANCE	77,669.18	110,000.00	102,468.99	7,531.01
ENGINEERING	22,843.50	20,000.00	11,637.00	8,363.00
ELECTRICAL SERVICE	21,498.89	30,000.00	26,487.16	3,512.84
TELECOMMUNICATIONS	240.06	500.00	320.08	179.92
PROPERTY INSURANCE	5,428.00	5,500.00	4,120.00	1,380.00
VEHICLE & EQUIP. MAINTENANCE	9,551.46	12,000.00	10,807.29	1,192.71
FUEL EXPENSE	6,855.75	10,000.00	10,652.48	-652.48
TRAVEL - MEETINGS/EDUCATION	0	3,800.00	0	3,800.00
DEPARTMENTAL SUPPLIES	0	200.00	483.59	-283.59
SAFETY/PROTECTIVE EQUIP.	115.04	600.00	99.97	500.03
NORTHEAST SEWER PROJECT	0	0.00	2,873.04	-2,873.04
AMERICAN RESCUE PLAN ACT EXPENSES	0	0.00	11,170.98	-11,170.98
CAPITAL OUTLAY	293,200.40	4,041,643.00	506,437.24	3,535,205.76

**INCOME/EXPENSE REPORT
MARCH 2025**

Account Description	Prior Period	Budget	YTD	Balance
DEBT SERVICE	300,345.96	543,886.00	563,033.14	-19,147.14
TRANSFER TO OTHER FUNDS	60,000.00	81,250.00	0	81,250.00
SEWER COLLECTION SYSTEM	918,784.64	5,085,903.00	1,410,192.17	3,675,710.83

INCOME/EXPENSE REPORT

MARCH 2025

Account Description	Prior Period	Budget	YTD	Balance
WASTEWATER TREATMENT PLANT	0	0	0	0
SALARIES	214,421.17	329,172.00	231,948.81	97,223.19
SALARIES - OVERTIME	765.49	2,000.00	687.26	1,312.74
SALARIES - PART TIME	7,844.44	11,000.00	5,567.00	5,433.00
FICA	16,989.59	26,176.00	18,119.15	8,056.85
RETIREMENT	23,212.25	70,147.00	43,297.72	26,849.28
MEDICAL PLANS	29,347.77	46,000.00	35,768.96	10,231.04
GROUP LIFE INSURANCE	1,360.54	4,411.00	1,472.72	2,938.28
DISABILITY INSURANCE	1,136.67	1,600.00	1,219.37	380.63
UNEMPLOYMENT INSURANCE	51.65	80.00	37.69	42.31
WORKERS COMPENSATION	2,588.00	4,280.00	2,674.00	1,606.00
UNIFORMS	0	300.00	0	300.00
CLOTHING ALLOWANCE	0	1,500.00	600.00	900.00
REPAIRS & MAINTENANCE	95,417.15	175,000.00	64,193.36	110,806.64
CONTRACT/TESTING SERVICES	17,329.30	35,000.00	23,107.60	11,892.40
LEGAL EXPENSES	0	20,000.00	0	20,000.00
ENGINEERING	0	50,000.00	25,000.00	25,000.00
ELECTRICAL SERVICE	71,917.94	146,771.00	66,348.39	80,422.61
TELECOMMUNICATIONS	1,990.21	3,950.00	1,947.36	2,002.64
CELLULAR/MOBILE COMMUNICATION	96.86	0.00	0	0.00
PROPERTY INSURANCE	19,632.00	16,800.00	20,481.00	-3,681.00
CLEANING & JANITORIAL	213.38	500.00	287.78	212.22
VEHICLE & EQUIP. MAINTENANCE	1,774.88	5,000.00	507.62	4,492.38
FUEL EXPENSE	6,437.09	15,000.00	7,983.24	7,016.76
DEQ FEES	10,960.30	11,000.00	10,886.00	114.00
CHEMICALS	12,502.84	22,000.00	8,878.00	13,122.00
LAB SUPPLIES	5,386.31	11,000.00	5,792.62	5,207.38

INCOME/EXPENSE REPORT
MARCH 2025

Account Description	Prior Period	Budget	YTD	Balance
DISPOSAL EXPENSE	42,848.49	60,000.00	45,097.33	14,902.67
TRAVEL - MEETINGS/EDUCATION	1,848.02	7,000.00	1,734.41	5,265.59
DEPARTMENTAL SUPPLIES	1,256.64	2,000.00	1,143.44	856.56
SAFETY/PROTECTIVE EQUIP.	619.43	2,000.00	265.83	1,734.17
CAPITAL OUTLAY	117,042.00	40,000.00	0	40,000.00
DEBT SERVICE	64,608.24	116,997.00	123,477.74	-6,480.74
WASTEWATER TREATMENT PLANT	769,598.65	1,236,684.00	748,524.40	488,159.60

**INCOME/EXPENSE REPORT
MARCH 2025**

Account Description	Prior Period	Budget	YTD	Balance
SALES	12,800.00	4,000.00	1,600.00	-2,400.00
CEMETERY Revenue Totals	12,800.00	4,000.00	1,600.00	-2,400.00
CEMETERY FUND	0	0	0	0
CEMETERY	0	0	0	0
CEMETERY MAINTENANCE	604.00	4,000.00	0	4,000.00
CEMETERY Expenditure Totals	604.00	4,000.00	0.00	4,000.00

INCOME/EXPENSE REPORT

MARCH 2025

Account Description	Prior Period	Budget	YTD	Balance
NICKS LANE AREA HOUSING REHAB GRAI	0	919,050.00	41,134.64	-877,915.36
NICKS LANE Revenue Totals	0.00	919,050.00	41,134.64	-877,915.36
NICKS LANE AREA HOUSING REHAB GRAI	0	0.00	29,357.32	-29,357.32
NICKS LANE AREA PLANNING GRANT	0	0	0	0
ADMINISTRATION	23,300.00	91,800.00	4,890.00	86,910.00
ENGINEERING	15,000.00	0.00	0	0.00
OWNER OCCUPIED REHAB	0	381,250.00	32,150.00	349,100.00
INVESTOR OWNED REHAB	0	255,750.00	0	255,750.00
SUBSTANTIAL RECONSTRUCTION	3,250.00	190,250.00	766.50	189,483.50
NICKS LANE Expenditure Totals	41,550.00	919,050.00	67,163.82	851,886.18

Reports to Accept as Presented

South Hill Town Council Meeting

April 14, 2025

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

South Hill Facilities Reservation Record 2024

DATE	GROUP	PURPOSE	ATTENDANCE	TIME	VENUE
4/10/2025	SOUTH HILL CHAMBER OF COMMERCE	SUMMER CONCERT - BACK UP FOR WEATHER		ALL DAY	CENTENNIAL AMPHITHEATER & SOUTH HILL EXCHANGE
4/12/2025	ABIGAIL CHANEY	FAMILY GATHERING	10	ALL DAY	CENTENNIAL PAVILION
4/26/2025	YVONNE PAYNE	BIRTHDAY PARTY	25	1130AM-UNTIL	CENTENNIAL PAVILION
5/3/2025	RUTH/JIMMIE WILLIAMS	TRIP GATHERING	35-40		CENTENNIAL PAVILION
5/4/2025	BETTY TESTERMAN	LULAPALOOZA (FAMILY REUNION)	60?	9:30AM-6PM	CENTENNIAL PAVILION
5/16/2025	CARING HEARTS ACADEMY	PICNIC FOR PREK CLASSES	65	9AM	CENTENNIAL PAVILION
5/17/2025	SENDIA FREEMAN	BIRTHDAY PARTY/BBQ	100-125	ALL DAY	CENTENNIAL PAVILION
5/17/2025	SOUTH HILL CHAMBER OF COMMERCE	SUMMER CONCERT - BACK UP FOR WEATHER		ALL DAY	SOUTH HILL EXCHANGE
5/24/2025	INDIA ROGERS	FAMILY REUNION	50	ALL DAY	CENTENNIAL PAVILION
5/31/2025	HATTIE FARRAR	BIRTHDAY PARTY	40	930AM-UNTIL	CENTENNIAL PAVILION
6/7/2025	TRACEY CHAVIS (NUCOR)	COMPANY FAMILY FUN DAY	100	10AM-UNTIL	CENTENNIAL PAVILION
6/12/2025	SOUTH HILL CHAMBER OF COMMERCE	SUMMER CONCERT - BACK UP FOR WEATHER		ALL DAY	CENTENNIAL AMPHITHEATER & SOUTH HILL EXCHANGE
6/21/2025	DETRA MEREDITH	FAMILY REUNION	100-150	10AM-3PM	CENTENNIAL PAVILION
6/28/2025	SOUTH HILL CHAMBER OF COMMERCE	TEAZE CONCERT & FIREWORKS		ALL DAY	CENTENNIAL AMPHITHEATER & SOUTH HILL EXCHANGE *UNSURE ABOUT HAVING FIREWORKS OVER THERE*
7/12/2025	TAMMY ROBINSON-WHITE	FAMILY REUNION	50-100	10AM-5PM	CENTENNIAL PAVILION
7/19/2025	WHITTLE GROVE BAPTIST CHURCH	CHURCH OUTING	75-100	10AM	CENTENNIAL PAVILION
7/26/2025	ANNETTE RICHARDSON	FAMILY GET TOGETHER	50	2PM-8PM	CENTENNIAL PAVILION
8/3/2025	TOMASINA COOK	FAMILY REUNION	75	9AM	CENTENNIAL PAVILION
8/23/2025	SOUTH HILL CHAMBER OF COMMERCE	CONCERT			SOUTH HILL EXCHANGE
8/30/2025	IDA FOUNTAIN/RASELA ZIPPARO	FAMILY REUNION	APPROX. 100	9AM	CENTENNIAL PAVILION
8/31/2025	ANNETTE RICHARDSON	FAMILY GET TOGETHER	50	2PM-8PM	CENTENNIAL PAVILION
9/6/2025	SOUTHSIDE YOUTH DEVELOPMENT GROUP	YOUTH PROGRAMS	???	ALL DAY	CENTENNIAL PAVILION
9/12/2025	LAKE COUNTRY ARE AGENCY ON AGING	SENIOR PICNIC	80	ALL DAY	CENTENNIAL PAVILION
9/13/2025	WHITTLE GROVE BAPTIST CHURCH	CHURCH OUTING	75	ALL DAY	CENTENNIAL PAVILION
9/19/2025	SOUTHSIDE VA QUAIL FOREVER	BANQUET	200	5PM-10:30PM	SOUTH HILL EXCHANGE
9/20/2025	WORD OF GOD INTERNATIONAL MINISTRIES (PASTOR DAGNER)	FISH FRY FOR THE PUBLIC	???	9AM-3PM	CENTENNIAL PAVILION
9/27/2025	DANCE IT OUT	CHILDREN'S ART FESTIVAL	75	10AM	CENTENNIAL PAVILION
10/18/2025	SOUTH HILL CHAMBER OF COMMERCE	CONCERT			SOUTH HILL EXCHANGE
11/6/2025	SOUTH HILL CHAMBER OF COMMERCE	JOB FAIR			SOUTH HILL EXCHANGE
11/13/2025	R.T. ARNOLD LIBRARY	HOLIDAY BAZAAR	???	ALL DAY	SOUTH HILL EXCHANGE
11/14/2025	R.T. ARNOLD LIBRARY	HOLIDAY BAZAAR	???	ALL DAY	SOUTH HILL EXCHANGE
11/15/2025	R.T. ARNOLD LIBRARY	HOLIDAY BAZAAR	???	ALL DAY	SOUTH HILL EXCHANGE
11/19/2025	SOUTH HILL CHAMBER OF COMMERCE	SEAFOOD FESTIVAL			SOUTH HILL EXCHANGE
12/5/2025	SOUTH HILL CHAMBER OF COMMERCE	HOMETOWN CHRISTMAS		ALL DAY	SOUTH HILL EXCHANGE
12/6/2025	SOUTH HILL CHAMBER OF COMMERCE	HOMETOWN CHRISTMAS		ALL DAY	SOUTH HILL EXCHANGE

South Hill Facilities Reservation Record 2024

<u>DATE</u>	<u>GROUP</u>	<u>PURPOSE</u>	<u>TIME</u>	<u>VENUE</u>
4/14/2025	BEER FED BEEF	DINNER	5PM-7:30PM	MARKET SQUARE
4/21/2025	BEER FED BEEF	DINNER	5PM-7:30PM	MARKET SQUARE
4/28/2025	BEER FED BEEF	DINNER	5PM-7:30PM	MARKET SQUARE
5/3/2025	FARMER'S MARKET		8AM-12PM	MARKET SQUARE
5/5/2025	VCU HEALTH (JACKIE DANIEL)	CAHN VAN	8:30AM-3PM	MARKET SQUARE
5/5/2025	BEER FED BEEF	DINNER	5PM-7:30PM	MARKET SQUARE
5/10/2025	FARMER'S MARKET		8AM-12PM	MARKET SQUARE
5/12/2025	BEER FED BEEF	DINNER	5PM-7:30PM	MARKET SQUARE
5/17/2025	FARMER'S MARKET		8AM-12PM	MARKET SQUARE
5/19/2025	BEER FED BEEF	DINNER	5PM-7:30PM	MARKET SQUARE
5/24/2025	FARMER'S MARKET		8AM-12PM	MARKET SQUARE
5/26/2025	BEER FED BEEF	DINNER	5PM-7:30PM	MARKET SQUARE
5/31/2025	FARMER'S MARKET		8AM-12PM	MARKET SQUARE
6/2/2025	VCU HEALTH (JACKIE DANIEL)	CAHN VAN	8:30AM-3PM	MARKET SQUARE
6/7/2025	FARMER'S MARKET		8AM-12PM	MARKET SQUARE
6/14/2025	FARMER'S MARKET		8AM-12PM	MARKET SQUARE
6/21/2025	FARMER'S MARKET		8AM-12PM	MARKET SQUARE
6/28/2025	FARMER'S MARKET		8AM-12PM	MARKET SQUARE
7/5/2025	FARMER'S MARKET		8AM-12PM	MARKET SQUARE
7/7/2025	VCU HEALTH (JACKIE DANIEL)	CAHN VAN	8:30AM-3PM	MARKET SQUARE
7/12/2025	FARMER'S MARKET		8AM-12PM	MARKET SQUARE
7/19/2025	FARMER'S MARKET		8AM-12PM	MARKET SQUARE
7/26/2025	FARMER'S MARKET		8AM-12PM	MARKET SQUARE
8/2/2025	FARMER'S MARKET		8AM-12PM	MARKET SQUARE
8/4/2025	VCU HEALTH (JACKIE DANIEL)	CAHN VAN	8:30AM-3PM	MARKET SQUARE
8/9/2025	FARMER'S MARKET		8AM-12PM	MARKET SQUARE
8/16/2025	FARMER'S MARKET		8AM-12PM	MARKET SQUARE
8/23/2025	FARMER'S MARKET		8AM-12PM	MARKET SQUARE
8/30/2025	FARMER'S MARKET		8AM-12PM	MARKET SQUARE
9/6/2025	FARMER'S MARKET		8AM-12PM	MARKET SQUARE
9/13/2025	FARMER'S MARKET		8AM-12PM	MARKET SQUARE
9/20/2025	FARMER'S MARKET		8AM-12PM	MARKET SQUARE
9/27/2025	FARMER'S MARKET		8AM-12PM	MARKET SQUARE
10/4/2025	FARMER'S MARKET		8AM-12PM	MARKET SQUARE
10/11/2025	FARMER'S MARKET		8AM-12PM	MARKET SQUARE
10/18/2025	FARMER'S MARKET		8AM-12PM	MARKET SQUARE
10/25/2025	FARMER'S MARKET		8AM-12PM	MARKET SQUARE

South Hill Facilities Reservation Record 2024

12/5/2025

12/6/2025

12/7/2025

SOUTH HILL CHAMBER OF COMMERCE

SOUTH HILL CHAMBER OF COMMERCE

SOUTH HILL CHAMBER OF COMMERCE

HOMETOWN CHRISTMAS

HOMETOWN CHRISTMAS

HOMETOWN CHRISTMAS

MARKET SQUARE/PARKING LOT

MARKET SQUARE/PARKING LOT

MARKET SQUARE/PARKING LOT



South Hill Police Department

103 S. Brunswick Avenue
South Hill, Virginia 23970



Greg Geist, Chief of Police



Police Report
March 2025

Activity:

	Mar 25	Mar 24	Feb 25
• Traffic Stops	227	296	122
• Traffic Summons Issued	143	221	93
• DUI Arrests	3	4	6
• Reportable/Non-Reportable Vehicle Crashes	41	26	25

Criminal Reports:

○ Larcenies Reported	7	11	8
○ Larcenies Cleared	5	5	3
○ Assaults Reported	4	9	6
○ Assaults Cleared	4	7	6
○ Break Ins Reported	0	2	0
○ Break Ins Cleared	0	0	0
○ Murders	0	1	0
○ Murders 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	23	24	19
○ All Other Reportable Offenses Cleared	16	18	14

Calls for Service:

	Mar 25	Mar 24	Feb 25
• Alarms	19	19	21
• Animal Complaints	14	15	9
• Disturbance Calls	31	36	26
• Police Escorts Business/Funeral	13	21	24
• 911 Hang Up Calls/Open Lines	19	26	14
• Vehicle Unlockings	31	7	27
• Vandalisms	3	3	1
• All Other Calls for Service	643	1219	774
• Total Calls for Service	773	1356	896
• Property Reported Stolen	\$1587	\$35311	\$56086
• Property Recovered	\$480	\$31483	\$35105

Miscellaneous:

• Court	45	29.5	14.5
• Training Hours	384	66	62
• Warrants Issued/Served	72	50	56
• Inoperative Vehicles Tagged	0	0	1
• Inoperative vehicles Tagged YTD	26	3	26

Administrative News

The following completed training in March 2025:

- **Corporals Cameron Waters and Ricky Spence: FTO for Law Enforcement – Training Academy**
- **Deputy Chief Ryan Durham: Leadership Institute for Tomorrow's Executives – Liberty University**

All Officers completed Spring Firearms Qualifications.

The following Officers instructed at the Training Academy:

- **Lieutenant Chris Parrott and Sergeant Ryan Mills – Defensive Driving Practicals**

Agenda Item A

To: Mayor and Town Council
From: Director of Municipal Services
Date: April 14, 2025
Re: Municipal Services Projects

The installation of the new service lines to each meter from the new water mains on and around the Thomas Street area has been completed. The crew still has to disconnect the old 2" water lines to prevent leaking in the future or unplanned discovery during installation by other utility companies.

The Town has installed the first of three new generators at one of the sewer pump stations. The generator has been installed, load tested and put into service. As a reminder, the grant was awarded to the Town through VDEM. This grant reimburses the Town with no match from the Town, ninety percent is Federal money, and the remaining ten percent is State funding.

The stormwater work at the intersection of Windsor and Franklin Streets, that was awarded to Barker Construction last month, should begin very soon. Once a definitive schedule is set up, the Town will announce the street closure dates and times to the public.

The obtaining of easements continues to progress at a slower than normal pace in part due to the property owners also being approached by another utility also seeking easements. The slow progression is delaying the seeking of bids for the Northeast waterline project,

Mountain Creek sewer pump station electrical work has been completed and the station is back in service.

The traffic light controller at East Atlantic Street and Shaw Street failed over night during the weekend. The Town had a spare controller on hand to replace the failed unit. The Town is currently seeking prices to have a replacement on hand.

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

Agenda Item A

To: Mayor and Town Council
From: Parks/Facilities
Date: April 14, 2025
Re: Monthly Update

- The new Playground at Centennial is open and being used daily! The ribbon cutting ceremony seemed to be a big success with the public. Special thanks to both the Police Department and Fire Department for all their help. We are also gathering prices from other companies to install the new fencing around the playground, if Council approves this for the next fiscal year.
- The new basketball Court at Parker Park is coming along. Smiley's Construction will begin paving the week of April 7th and should be totally completed the beginning of the following week. Hercules Fence will be installing fencing around the basketball court on April 14th.
- The Town Hall mold remediation is completed with final clearance testing results in on April 1st, and we are all clear. Deep River mobilized their equipment and the carpets were cleaned on Monday April 7th. Southern Air and Howerton will tentatively begin the process of installing the new HVAC system as well as the roofing the second week of April.
- B&B and Kilian Engineering will begin the process of writing a bid proposal for the interior of Town Hall this month. This process will take approximately two to three weeks and will ensure that everyone will be bidding on the exact same plan for renovations on the inside. The overall floor plans will remain the same throughout the building; some plumbing changes will have to be made.
- The installation of new HVAC unit has begun at the Library, Bryant Thomas got the bid on the project before our contract with Southern Air was in place. This should be completed by the time of the Council meeting. This is one of seven units at the Library.
- The Parks crew has constructed a new small retaining wall at Centennial Park between the restrooms and the pavilion area to help solve our water issues in that area.. We are also on schedule for putting in a new water line to accommodate our Dog Park fountains. We will have several shut off valves installed as well to make it much simpler to cut off water in certain areas of the park vs shutting all the water off if an issue arises.

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

PERMIT AND INSPECTION REPORT FOR : March 2025

	INSPECTIONS	PERMITS	FEEES
BUILDING	21	4	\$867.81
MECHANICAL	5	6	\$468.69
PLUMBING	8	5	\$1,366.80
ELECTRICAL	6	5	\$127.50
FIRE PROT	0	1	\$49.47
SIGN	0	1	\$30.60
LAND DIST	0	0	\$0.00
TOTALS	40	22	\$2,910.87

RECAP OF EXEMPT PERMITS:

TYPE OF PERMIT	\$ THIS MONTH	\$ YTD
UEZ	\$0.00	\$0.00
REHAB	\$30.60	\$262.65
GENERAL	\$0.00	\$0.00

WORK VALUE	\$1,408,842.00	\$11,340,682.00
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FYTD	Fees	\$57,431.14	Work Value	\$15,127,731.37
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NEW BUSINESSES IN TOWN OF SOUTH HILL

3/1/2025 – 3/31/2025

South Hill BP (New Owner) – 702 E. Atlantic Ave. – Gas Station

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

Range: First to Last		Range of Building Codes: First to Last							
Activity Date Range: 03/01/25 to 03/31/25	Activity Type Range: First to Last								
Application Id	Insrt/Dc-Blk/Lot	Property Location	Owner Name	Phone	Permit No				
Building Code	Activity Type	Inspector	Date	Start Time	End Time	Actual Time	Status		
5796	096000-12-002		1844	PLANK RD		ARNOLD R T & HARPER JAMES M EST			23-00313
BUILDING	FRAMING INS		03/11/25			PASS			
5922	097000-13-001		260	BUTTS STREET		MICROSOFT CORPORATION			24-00091
BUILDING	ELE ROUGH IN		03/03/25			PASS			
BUILDING	ELE ROUGH IN		03/04/25			PASS			
BUILDING	ELE ROUGH IN		03/04/25			PASS			
BUILDING	FOUNDATION INS		03/06/25			PASS			
BUILDING	ELE ROUGH IN		03/10/25			PASS			
BUILDING	PLB ROUGH IN		03/11/25			PASS			
BUILDING	FOUNDATION INS		03/11/25			PASS			
BUILDING	PLB ROUGH IN		03/12/25			PASS			
BUILDING	ELE ROUGH IN		03/13/25			PASS			
BUILDING	FOUNDATION INS		03/14/25			PASS			
BUILDING	TEMPOARY SERV		03/17/25			PASS			
BUILDING	FOUNDATION INS		03/21/25			PASS			
BUILDING	FOUNDATION INS		03/24/25			PASS			
BUILDING	FOUNDATION INS		03/28/25			PASS			
5973	078A17-42-001-013		120	WEST DANVILLE STREET		JONES J P			24-00142
BUILDING	FINAL INSPECTIO		03/21/25			PASS			
6003	097000-13-001		260	BUTTS ST		MICROSOFT CORPORATION			24-00175
PLUMBING	PLB ROUGH IN		03/03/25			PASS			
6004	096000-18-004		2144	PLANK RD		T & K PROPERTY INVESTMENTS LLC			24-00176
BUILDING	FINAL INSPECTIO		03/14/25			PASS			
6079	096000-18-003		2172	PLANK ROAD		T & K PROPERTY INVESTMENTS LLC			24-00251
ELECTRICAL	ELEC FINAL		03/12/25			PASS			
6082	096000-18-003		2172	PLANK ROAD		T & K PROPERTY INVESTMENTS LLC			24-00254
BUILDING	FINAL INSPECTIO		03/12/25			PASS			
6085	096000-18-004		2144	PLANK RD		T & K PROPERTY INVESTMENTS LLC			24-00257
ELECTRICAL	FINAL INSPECTIO		03/14/25			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
6087 PLUMBING	096000-18-004 FINAL INSPECTIO		2144 PLANK RD 03/14/25			T & K PROPERTY INVESTMENTS LLC	PASS		24-00259
6088 PLUMBING	096000-18-003 PLB FINAL		2172 PLANK ROAD 03/12/25			T & K PROPERTY INVESTMENTS LLC	PASS		24-00260
6104 ELECTRICAL	096000-18-003 ELEC FINAL		2172 PLANK ROAD 03/12/25			T & K PROPERTY INVESTMENTS LLC	PASS		24-00276
6135 BUILDING	078A11-15-003-007 FINAL INSPECTIO		982 PARKVIEW DR 03/03/25			FREEMAN COMPANIES LLC	PASS		24-00307
6137 ELECTRICAL	078A11-15-003-007 ELEC FINAL		982 PARKVIEW DR 03/03/25			FREEMAN COMPANIES LLC	PASS		24-00309
6138 PLUMBING	078A11-15-003-007 PLB FINAL		982 PARKVIEW DR 03/03/25			FREEMAN COMPANIES LLC	PASS		24-00310
6139 MECHANICAL	078A11-15-003-007 FINAL INSPECTIO		982 PARKVIEW DR 03/03/25			FREEMAN COMPANIES LLC	PASS		24-00311
6221 BUILDING	078A23-03-014A1 FOOTING INS		1024 NICKS LANE 03/26/25			HITE JAMES RYAN	PASS		25-00024
6223 BUILDING	078A21-A-007 FOUNDATION INS		1321 WEST DANVILLE STREET 03/26/25			BIGGS DAVID K & KAC INVESTMENTS LL	PASS		25-00026
6231 PLUMBING	078A17-20-K-003 PLB FINAL		708 GOODES FERRY ROAD 03/07/25			PARKER CLARENCE I & ADELAIDE B	PASS		25-00034
6236 PLUMBING	078A20-01-008 PLB ROUGH IN		1556 MONTGOMERY STREET 03/20/25			SHALAG US INC	PASS		25-00039
6238 MECHANICAL	096000-18-004 FINAL INSPECTIO		2144 PLANK RD 03/14/25			T & K PROPERTY INVESTMENTS LLC	PASS		25-00041
6239 MECHANICAL	096000-18-003 FINAL INSPECTIO		2172 PLANK RD 03/12/25			T & K PROPERTY INVESTMENTS LLC	PASS		25-00042

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TOWN OF SOUTH HILL
Permit Activity Report by Application Id

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Application Id Building Code	Insrt/Dc-Blk/Lot Activity Type	Inspector	Property Location Date	Start Time	End Time	Owner Name Actual Time	Status	Phone	Permit No
6243 PLUMBING	078A21-A-007 PLB ROUGH IN		1321 WEST DANVILLE STREET 03/20/25			BIGGS DAVID K & KAC INVESTMENTS LL PASS			25-00046
6245 MECHANICAL	078A13-13-057 FINAL INSPECTIO		137 REED CIRCLE 03/20/25			GEORGE RONALD R & GEORGE BRENDA C PASS			25-00048
6246 ELECTRICAL	078A13-13-057 ELEC FINAL		137 REED CIRCLE 03/20/25			GEORGE RONALD R & GEORGE BRENDA C PASS			25-00049
6247 PLUMBING	078A16-10-001 PLB FINAL		808 RIDGEWOOD AVENUE 03/17/25			TIMMONS RENAY PASS			25-00050
6249 ELECTRICAL	078A14-04-004B FINAL INSPECTIO		809 POWELL DRIVE 03/20/25			CIG 48 PINWOOD (DE) LLC PASS			25-00051
6250 MECHANICAL	078A12-A-140 FINAL INSPECTIO		408 NORTH LUNENBURG AVENUE 03/24/25			CROWDER ROBERTA PASS			25-00052

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

Activity Type Totals:

ELE ROUGH IN:	5	ELEC FINAL:	4	FINAL INSPECTIO:	12	FOOTING INS:	1	FOUNDATION INS:	7
FRAMING INS:	1	PLB FINAL:	4	PLB ROUGH IN:	5	TEMPOARY SERV:	1		

Building Code Totals:

BUILDING:	21	ELECTRICAL:	6	MECHANICAL:	5	PLUMBING:	8
Total Activities:	40	Total Permits:	27				

Inspector Totals:
None: 40

Range: First to Last		Issue Date Range: 03/01/25 to 03/31/25		**Indicates payment is in batch						
Permit No	Issue Date	Insrt/Dc-Blk/Lot	Property Location	Alteration Cost	New Volume	BUILDING	ELECTRICAL	TOTAL		
App Date	Owner Name		Work Type	Use Type	Additional Cost	FIRE	LAND DISTURB	MECHANICAL		
Description of Work						PLUMBING	SIGN			
25-00035	03/03/25	078A13-A-042	646 LOMBARDY ST	4,500.00	0	PAID:	119.95	0.00	119.95	
03/03/25	COOK, RODNEY EUGENE		NEW RESIDENTIAL R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00	0.00	
Setup singlewide						0.00	0.00			
25-00036	03/03/25	078A13-A-042	646 LOMBARDY ST	800.00	0	PAID:	0.00	0.00	25.50	
03/03/25	COOK, RODNEY EUGENE		PLUMBING REMOD R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00	0.00	
Plumbing for singlewide						25.50	0.00			
25-00037	03/03/25	078A13-A-042	646 LOMBARDY ST	600.00	0	PAID:	0.00	25.50	25.50	
03/03/25	COOK, RODNEY EUGENE		WIRING R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00	0.00	
ELECTRICAL FOR SINGLEWIDE						0.00	0.00			
25-00038	03/03/25	078A13-A-042	646 LOMBARDY ST	3,200.00	0	PAID:	0.00	0.00	25.50	
03/03/25	COOK, RODNEY EUGENE		HEATPUMP R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00	25.50	
Install HVAC in singlewide						0.00	0.00			
25-00039	03/10/25	078A20-01-008	1556 MONTGOMERY STREET	125,000.00	0	PAID:	0.00	0.00	637.50	
03/04/25	SHALAG US INC		PLUMBING REMOD F-1	Factory & Indust; Mod Hazard	0.00	0.00	0.00	0.00	0.00	
Plumbing remodel for Shalag						637.50	0.00			
25-00041	03/11/25	096000-18-004	2144 PLANK RD	11,400.00	0	PAID:	0.00	0.00	109.14	
03/11/25	T & K PROPERTY INVESTMENTS LLC		HEATPUMP R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00	109.14	
Install heatpump						0.00	0.00			
25-00042	03/11/25	096000-18-003	2172 PLANK RD	6,500.00	0	PAID:	0.00	0.00	84.15	
03/11/25	T & K PROPERTY INVESTMENTS LLC		HEATPUMP R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00	84.15	
INSTALL HEATPUMP						0.00	0.00			
25-00043	03/11/25	078A23-A-013	1126 GOODES FERRY ROAD	10,000.00	0	WAIVED:	30.60	0.00	30.60	
03/11/25	TYLER BARBARA J		DEMOLITION R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00	0.00	
Demo existing house						0.00	0.00			
25-00044	03/12/25	078A25-01-003	1171 E ATLANTIC ST	9,700.00	0	PAID:	0.00	0.00	49.47	
03/12/25	JLH PROPERTIES OF VIRGINIA V LLC		FIRE ALARM A-3, E		0.00	49.47	0.00	0.00	0.00	
Install fire alarm panel for day care						0.00	0.00			

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TOWN OF SOUTH HILL
Permit Fee Report by Permit No

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Permit No	Issue Date	Insrt/Dc-Blk/Lot	Property Location	Alteration Cost	New Volume	BUILDING	ELECTRICAL	TOTAL
App Date	Owner Name		Work Type	Use Type	Additional Cost	FIRE	LAND DISTURB	MECHANICAL
Description of Work						PLUMBING	SIGN	
25-00045	03/20/25	078A17-38-001	110 SOUTH HILL AVENUE	165.00	0	PAID:	0.00	30.60
03/12/25	GWP DEVELOPERS LLC		SIGN INSTALL	B	Business	0.00	0.00	0.00
Install temporary banner						0.00	30.60	
25-00046	03/14/25	078A21-A-007	1321 WEST DANVILLE STREET	128,000.00	0	PAID:	0.00	652.80
03/14/25	BIGGS DAVID K & KAC INVESTMENTS LL		PLUMBING REMOD	M	Mercantile	0.00	0.00	0.00
PLUMBING REMODEL						652.80	0.00	
25-00047	03/14/25	078A21-A-007	1321 WEST DANVILLE STREET	27,000.00	0	PAID:	0.00	137.70
03/14/25	BIGGS DAVID K & KAC INVESTMENTS LL		GAS LINE	M	Mercantile	0.00	0.00	137.70
Gas piping only for (3) gas radiant heaters						0.00	0.00	
25-00048	03/14/25	078A13-13-057	137 REED CIRCLE	4,000.00	0	PAID:	0.00	25.50
03/14/25	GEORGE RONALD R & GEORGE BRENDA C					0.00	0.00	25.50
INSTAL A MINI SPLIT						0.00	0.00	
25-00049	03/14/25	078A13-13-057	137 REED CIRCLE	800.00	0	PAID:	0.00	25.50
03/14/25	GEORGE RONALD R & GEORGE BRENDA C		WIRING	R-5	Res; 1 & 2 Family	0.00	0.00	0.00
Electrical for minisplit						0.00	0.00	
25-00050	03/17/25	078A16-10-001	808 RIDGEWOOD AVENUE	1,500.00	0	PAID:	0.00	25.50
03/17/25	TIMMONS RENAY		WATSEW LATERALS	R-5	Res; 1 & 2 Family	0.00	0.00	0.00
Repairing sewer line						25.50	0.00	
25-00051	03/20/25	078A14-04-004B	809 POWELL DRIVE	425.00	0	PAID:	0.00	25.50
03/20/25	CIG 48 PINWOOD (DE) LLC		WIRING	R-2	Res; Mult Family, Dorms, etc	0.00	0.00	0.00
Install outside disconnect						0.00	0.00	
25-00052	03/21/25	078A12-A-140	408 NORTH LUNENBURG AVENUE	11,000.00	0	PAID:	0.00	86.70
03/21/25	CROWDER ROBERTA		HEATPUMP	R-5	Res; 1 & 2 Family	0.00	0.00	86.70
Heatpump with ductwork						0.00	0.00	
25-00053	03/21/25	078A07-11-H-013	1116 CHARLES STREET	1,000.00	0	PAID:	30.60	30.60
03/21/25	OAKLEY WOODY L		INTERIOR REPAIR	R-5	Res; 1 & 2 Family	0.00	0.00	0.00
Expanding an existing cased opening						0.00	0.00	
25-00054	03/24/25	078A21-A-006A	1312 WEST DANVILLE STREET	4,652.00	0	PAID:	0.00	25.50
03/24/25	JEFFRESS JAMES H JR & EAST MARIA RE		PLUMBING REMOD	B	Business	0.00	0.00	0.00

April 1, 2025
08:59 AM

TOWN OF SOUTH HILL
Permit Fee Report by Permit No

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Permit No	Issue Date	Insrt/Dc-Blk/Lot	Property Location	Alteration Cost	New Volume		BUILDING	ELECTRICAL	TOTAL
App Date	Owner Name		Work Type	Use Type	Additional Cost		FIRE	LAND DISTURB	MECHANICAL
Description of work							PLUMBING	SIGN	
Install a 1000-gallon grease trap and plumb to existing pump chamber							25.50	0.00	
25-00055	03/25/25	078A12-A-034	820 FOREST HILL DRIVE	1,000.00	0	PAID:	0.00	25.50	25.50
03/25/25	ASHWORTH EUGENE F AND KATHY J	ASHWO WIRING	R-5	Res; 1 & 2 Family	0.00		0.00	0.00	0.00
new panel box with transfer switch							0.00	0.00	
25-00056	03/27/25	078A13-A-042	600 LOMBARDY ST	600.00	0	PAID:	0.00	25.50	25.50
03/27/25	STURDIVANT, CHRISTOPHER	WIRING	R-5	Res; 1 & 2 Family	0.00		0.00	0.00	0.00
Repairing electrcial from kerosene fir							0.00	0.00	
25-00058	03/31/25	078A13-02-005C	841,843,845 and 847 N MECK AVE	1,057,000.00	0	PAID:	717.26	0.00	717.26
03/27/25	PREMIER DEVELOPERS LLC	NEW RESIDENTIAL R-2		Res; Mult Family, Dorms, etc	0.00		0.00	0.00	0.00
Construct 4 apts							0.00	0.00	

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App Date	Owner Name		Work Type	Use Type	Additional Cost	FIRE	LAND DISTURB	MECHANICAL
Description of Work						PLUMBING	SIGN	
Grand Totals:				1,408,842.00	0	PAID:	867.81	2,910.87
						0.00	49.47	468.69
							1,366.80	
						WAIVED:	30.60	30.60
							0.00	0.00
							0.00	0.00
						PERMIT COUNT:	4	22
							1	6
							5	

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

TOWN OF SOUTH HILL
DILAPIDATED PROPERTY LISTING
AS OF MARCH 2025

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	01/2025	04/2025	NO	OWNER OCCUPIED
911 East Atlantic Street	Days Inn	electrical and plumbing issues Hotel has been shut down for repairs	02/2025	04/2025	YES	HOTEL
1287 West Danville Street	R. Thomas	roof, chimney, rotting woodwork, foundation masonry	08/2024	04/2025	YES	IN COURT
513 North Mecklenburg Avenue	Crutchfield	rot in fascia and windows	01/2025	04/2025	YES	RENTAL
202 Windsor Street	D. Helms	fascia, porch ceiling, porch columns	08/2024	04/2025	NO	OWNER OCCUPIED
416 Fairview Avenue	R. & A. Soyars	overgrowth, carport, trash/debris	02/2025	04/2025	NO	RENTAL
701 Virginia Street	Revis	rot in fascia and windows	03/2025	06/2025	YES	DECEASED OWNER NO WILL
104 East Virginia Street	S. & M. Townes	rot in fascia and windows, broken windows, fallen gutters	11/2024	04/2025	YES	RENTAL
106 East Virginia Street	S. & M. Townes	rot in fascia and windows, broken windows, fallen gutters	11/2024	04/2025	YES	RENTAL
326 West Atlantic Street	W. Hines; SOLD	collapsed roof, siding, fascia, rake boards, door & window woodwork	09/2024	04/2025	YES	FOR SALE
904 West Main Street	A. Harris & Others	rot in porch, fascia and windows. Roof issues.	02/2025	04/2025	YES	RENTAL
228 Clay Street	C. Purcell	rot in porch, fascia and windows, broken windows, missing siding	03/2025	04/2025	YES	RENTAL
704 Goodes Ferry Road	K. Bugg; <i>Listed for Sale</i>	rot in fascia and windows, peeling paint	01/2025	04/2025	NO	OWNER OCCUPIED
808 Virginia Avenue	K. Kelly	missing shingles, outbuildings, rotten siding, peeling paint	11/2024	04/2025	YES	RENTAL
211 East Atlantic Street	P. Duffer	painting windows/scraping paint	11/2024	06/2025	YES	RENTAL
400 Goodes Ferry Road	P. Duffer	rot in fascia and windows, peeling paint	11/2024	06/2025	NO	OWNER OCCUPIED
402 Goodes Ferry Road	P. Duffer	rot in fascia and windows, peeling paint	11/2024	06/2025	YES	RENTAL
315 West Danville Street	P. Duffer	building posted as unsafe	11/2024	06/2025	YES	RENTAL
1214 Plank Road	P. Duffer/Lake Gaston Soccer Association, Inc.	rot, front porch foundation, roof, unstable structure	11/2024	06/2025	YES	RENTAL
901 Goodes Ferry Road	W. Rook	siding and paint, roof, fascia, rake board, chimney	12/2024	06/2025	YES	RENTAL
510 Moseley Lane	B. Ashworth; sold	over grown lot, peeling paint, broken windows, wood rot	03/2025	06/2025	NO	OWNER OCCUPIED
110 North Mecklenburg Avenue	H. & S. Squire; SOLD	peeling paint, damaged awning covers	12/2024	04/2025	YES	FOR SALE
704 Robertson Street	S. Allen	peeling paint, rot in fascia and windows	03/2025	06/2025	NO	RENTAL
706 Robertson Street	S. Allen	peeling paint, rot in fascia and windows	03/2025	06/2025	NO	RENTAL
103 West Third Street	S. Allen	peeling paint, rot in fascia and windows	03/2025	06/2025	NO	RENTAL
101 West Third Street	S. Allen	peeling paint, rot in fascia and windows	03/2025	06/2025	NO	RENTAL
110 East Third Street	S. Allen	peeling paint, rot in fascia and windows	03/2025	06/2025	YES	RENTAL
108/110 East Second Street	S. Allen	peeling paint, rot in fascia and windows	03/2025	06/2025	NO	RENTAL
106 East Second Street	S. Allen	peeling paint, rot in fascia and windows	03/2025	06/2025	NO	RENTAL
456 Old Hwy 58	W. Thomas	roof, rot and paint, overgrowth	03/2025	06/2025	YES	MULTIPLE HEIR
120A/B North Matthews Street	AAR Investments	peeling paint	12/2025	04/2025	NO	RENTAL
212 Windsor Street	B. Jeffries	overgrowth, trash and debris, porsh, trim and shutters	11/2024	04/2025	YES	RENTAL
719 East Ferrell Street (Mecklenburg Manor)	Gateway Management Services, LLC	Upcoming renovation	01/2025	04/2025	NO	MULTIFAMILY
509 Pleasant Street	M. Schooler; foreclosure	tarp on roof, rot in fascia and windows, peeling paint	03/2025	05/2025	YES	RENTAL
1225 Plank Road	P. Duffer	broken windows, wood rot, porch damage, roof issues, peeling paint	11/2024	06/2025	YES	RENTAL
1217 Plank Road	P. Duffer	broken windows, peeling paint	11/2024	06/2025	YES	RENTAL
213 West Danville Street	P. Duffer	wood rot, peeling paint, broken windows	11/2024	06/2025	NO	LOST TREASURES
1003 Plank Road	Plank Property, LLC	peeling paint	11/2024	06/2025	NO	NEWMART BUILDERS
111 East Atlantic Street	Poe	listed for sale	01/2025	04/2025	YES	FOR SALE
703 North Mecklenburg Avenue	Rainey	peeling paint	01/2025	04/2025	NO	OWNER OCCUPIED
909 Plank Road	Windy Hills Property; J. Hayes	peeling paint	11/2023	04/2025	YES	RENTAL WAREHOUSE
701 Forest Hill Drive	Paul Duffer	collapsed rear deck, rot in fascia and windows, peeling paint	11/2024	06/2025	NO	RENTAL
507 North Mecklenburg	Crutchfield	Broken windows, roof leaks, peeling paint, wood rot, porch damage	01/2025	04/2025	NO	RENTAL
409 South Hill Ave	Feggins Funeral Home Inc.	Peeling paint, damaged rain gutter, damaged electrical service	09/2024	04/2025	NO	FEGGINS FUNERAL HOME
210 Park Lane	Taylor	Peeling paint, rotten wood, damaged chimneys	01/2025	04/2025	NO	VACANT

800 Goodes Ferry	S&S Mecklenburg	rusty water tanks, collapsed roof on out buildings	01/2025	04/2025	NO	OLD BGF BUILDING
607 Franklin Street	B. Champlain	Peeling paint, rotten wood, missing fascia metal, oxidation	02/2025	05/2025	NO	OWNER OCCUPIED
107 North West Street	ELDAGBEAR LLC	Peeling paint, front porch falling, rotten wood	03/2025	05/2025	NO	RENTAL
509 North Mecklenburg	Hope Estates	Damaged block foundation, peeling paint, rust/corrosion	03/2025	06/2025	NO	RENTAL
103 North West Street	ELDAGBEAR LLC	tarp on roof, rot in fascia and windows, peeling paint	03/2025	06/2025	NO	RENTAL

SECTION 106 UNSAFE STRUCTURES OR STRUCTURES UNFIT FOR HUMAN OCCUPANCY

106.3.1 Vacating unsafe structure. If the code official determines there is actual and immediate danger to the occupants or public, or when life is endangered by the occupancy of an unsafe structure, the code official shall be authorized to order the occupants to immediately vacate the unsafe structure.

106.8 Emergency repairs and demolition.

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
<i>702 Brook Ave</i>	<i>Allen</i>	<i>Repairs Complete</i>
<i>704 Brook Ave</i>	<i>Allen</i>	<i>Repairs Complete</i>
<i>703 Robertson</i>	<i>Allen</i>	<i>Repairs Complete</i>
<i>705 Robertson</i>	<i>Allen</i>	<i>Repairs Complete</i>
<i>109 East 3rd</i>	<i>Allen</i>	<i>Repairs Complete</i>
<i>107 East 3rd</i>	<i>Allen</i>	<i>Repairs Complete</i>
<i>112 Windsor Street</i>	<i>Windy Hills</i>	<i>Repairs Complete</i>
<i>617 West Danville</i>	<i>Luddy</i>	<i>Repairs Complete</i>
<i>225 Circle Drive</i>	<i>Circle Drive LLC</i>	<i>Repairs Complete</i>
<i>110 Windsor Street</i>	<i>Windy Hill</i>	<i>Repairs Complete</i>

Agenda Item A

To: Mayor and Town Council
From: Business Development Manager
Date: April 14, 2025
Re: Monthly Update

- The acquisition of the new industrial park has been completed. The land will be transferred into the newly created RIFA once the County has voted to approve.
- I met with the head of Virginia Restaurant Association to discuss a plan to recruit new eateries into the downtown area.
- We have worked with New 2 You Consignment to find a new location in the downtown area due to the recent announcement of Karobway selling.
- Retail strategies and I are continuing to push out information to prospective restaurants and retailers about South Hill.
- The Town Manager and I are working on updated incentives for housing and the downtown for Council's consideration.
- We are continuing to work with the prospective new hotel. Plans have been submitted.
- I met with the new developer building the new subdivision on Plank Road. He purchased an addition 90 acres to develop. Plans for this project are in development.

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

Agenda Item A

To: Mayor and Town Council
From: Human Resources Manager
Date: April 4, 2025
Re: HR Report for April 2025

HR ACCOMPLISHMENTS UPDATES:

Last year, we partnered with NEOGOV to implement their web-based tool, streamlining our evaluation management program and HR processes into a single, integrated system. Designed based on the best practices in the public sector, NEOGOV offers an intuitive, customizable platform that meets our needs.

Given the success of our first year using NEOGOV for performance evaluations, we have decided to expand our use by adopting their LEARN module—a centralized, cloud-based Learning Management System (LMS). LEARN provides a comprehensive library of courses, customizable content creation, and automated tracking and reporting features to enhance employee training and development.

Later this month, we will begin building our training catalog, with testing scheduled for May. Training for managers will begin in mid-June, and we plan to fully implement LEARN in July as part of the mid-year check-in phase of our evaluation management program.

EMPLOYMENT NEWS:

Years of Service



Congratulations to CJ Dean (Director of Municipal Services) on his 5 years of service and dedication to the Town of South Hill. Congratulations to Robbie Thompson (Mechanic) on his 10 years of service and dedication to the Town of South Hill. We appreciate CJ's & Robbie's loyal efforts.



New Employees

We are excited to welcome two new employees to the Town of South Hill! Aaron Gleiser and Stefan Tanner will be joining the Public Works team this month as Maintenance Operators in the Water & Sewer Department. Please join us in giving them a warm welcome!