



**SOUTH HILL TOWN COUNCIL  
REGULAR MEETING AGENDA  
MONDAY, MAY 12, 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](mailto: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 – May 12, 2025
- III. Police Week Proclamation: May 11 – 17, 2025
- IV. Citizens to Address Council *Comments are limited to three minutes (five minutes if on behalf of a group).*
- V. Public Hearings *Comments are limited to three minutes (five minutes if on behalf of a group).*
- VI. 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. April 14, 2025 Regular Meeting
      - b. April 14, 2025 Special Meeting
      - c. April 29, 2025 Retreat Meeting
    - 2. Monthly Financial Report
  - B. Items for Approval *Items for approval are individual items to be considered by Town Council and to be acted upon by individual motions. There will be separate discussion of these items.*
    - 1. Town Manager Report
      - a. FY25-26 Budget Adoption and Appropriation
      - b. Schedule Public Hearing – Police Department Ordinance Updates
      - c. FY25 Additional Appropriation – General Fund Budget
      - d. Spring Cleanup Project
      - e. Town Hall Update
    - 2. Director of Municipal Services Report
      - a. Circle Drive Waterline Replacement Project
  - 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. Fire Department Report
4. Municipal Services Report
5. Parks, Facilities, and Grounds Report
6. Code Compliance Report
  - a. Monthly Report
  - b. Dilapidated Properties
7. Business Development Report
8. Human Resources Report

VII. Appointments

- A. Industrial Development Authority

VIII. Other Business

IX. Adjournment

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

CURRENT OFFICIALS

Council Members

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

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

Staff

Keli Reekes, Town Manager  
Leanne Patrick, 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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# South Hill Police Department

103 S. Brunswick Avenue  
South Hill, Virginia 23970



Greg Geist, Chief of Police

## Proclamation

**WHEREAS**, in 1962, President John F. Kennedy proclaimed May 15<sup>th</sup> as National Peace Officers Memorial Day and the calendar week in which May 15<sup>th</sup> falls, as National Police Week; and

**WHEREAS**, the dedicated members of the Town of South Hill Police Department work devotedly and selflessly on behalf of the citizens of the Town of South Hill, regardless of the peril or hazard to themselves; and

**WHEREAS**, the members of our Police Department play an important role in protecting the rights and freedoms of the citizens of our community; and

**WHEREAS**, it is important that all citizens know and understand the duties and responsibilities of their Police Department and that members of our Police Department recognize their duty to serve the people by safeguarding life and property, defending them against violence or disorder, and guarding the innocent against deception and the weak against oppression, and

**WHEREAS**, our Police Department has grown to be a modern and well-respected law enforcement agency which unceasingly provides a vital public service; and

**WHEREAS**, U. S flags should be flown at half-staff on May 15<sup>th</sup> for Peace Officers Memorial Day, in honor of all fallen officers and their families.

**NOW, THEREFORE, BE IT PROCLAIMED**, that Mike Moody, Mayor of the Town of South Hill, hereby designates May 11-17, 2025 as Police Week in the Town of South Hill, Virginia, and publicly salutes the service of Law Enforcement Officers in our community and in communities across the nation.

**SIGNED** this \_\_\_\_ day of May 2025, South Hill, Virginia.

**BY:** \_\_\_\_\_ **ATTEST:** \_\_\_\_\_  
W. M. Moody, Mayor Leanne Patrick, Clerk of Council



434-447-3104

Service



Honor



434-955-2101

Pride

Dedication

## **Administrative Reports**

South Hill Town Council Meeting

May 12, 2025

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

# **Consent Agenda**

South Hill Town Council Meeting

May 12, 2025

## 1. Minutes

- a. April 14, 2025 Regular Meeting
- b. April 14, 2025 Special Meeting
- c. April 29, 2025 Retreat

## 2. Monthly Financial Report



**SOUTH HILL TOWN COUNCIL  
REGULAR MEETING MINUTES  
MONDAY, APRIL 14, 2025, 7:00 P.M.**

The regular monthly meeting of the South Hill Town Council was held on Monday, April 14, 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 7:01 p.m. Mayor Moody called upon Clerk of Council Leanne Patrick to call the roll, which was as follows:

**A. Council Members**

Randy Crocker  
Gavin Honeycutt  
Michael Smith

Lillie Feggins-Boone  
Delores Luster

Jenifer Freeman-Hite  
Carl L. Sasser, Jr.

**B. Staff in Attendance**

Keli Reekes, Town Manager  
Allen Elliott, Infrastructure Superintendent  
Kristine Martin, Human Resources  
Leanne Patrick, Administrative Asst./Clerk

Ryan Durham, Deputy Police Chief  
David Hash, Code Compliance Official  
Dahlis Morrow, Dir. of Fin. & Admin.

**II. APPROVAL OF AGENDA**

A motion was made by Councilor Luster, second by Councilor Smith, to approve the agenda for April 14, 2025, including the addition of Agenda Item B: Resolution of the Town Authorizing Acquisition of Right of Way and Easements for Franklin and Windsor Streets Stormwater Project under the Town Manager Report. The motion carried unanimously.

**III. CITIZENS TO ADDRESS COUNCIL**

At this time, the following citizens addressed Council:

- **Floyd Edmonds** addressed Council on behalf of the Mecklenburg County Cancer Association and Southside Rescue Squad. Mr. Edmonds shared that the recent Shaggin' for a Cure event raised over \$56,000 for citizens of Mecklenburg County whose lives have been impacted by cancer. On behalf of the Southside Rescue Squad, Mr. Edmonds asked Council for permission to host their bucket drive fundraiser on Saturday, May 24 from 7:00 a.m. to 2:30 p.m.

**A motion was made by Vice Mayor Honeycutt, second by Councilor Luster,** to approve the Southside Rescue Squad's request to hold its bucket drive fundraiser on Saturday, May 24 from 7:00 a.m. until 2:30 p.m. The motion carried unanimously.

- **Joan Taylor** addressed Council on behalf of fellow Raleigh Street residents expressing safety concerns regarding the possibility of pedestrian traffic passing through private property to gain access to the future site of Dollar General in their neighborhood.

Upon discussion, Mayor Moody shared that, per the agreement with the developer, a six-foot barrier is to be in place between residential property and the Dollar General by the end of construction. It is unknown at the time of this meeting if the barrier will be a natural barrier of shrubs/trees or man-made like a fence.

- **Wade Crowder** complimented Town employees, expressed concerns over comments made during recent Budget Work Sessions, and asked the Town to address road conditions near the old hospital.

#### **IV. PUBLIC HEARINGS**

##### **A. Special Exemption #2025-1**

David Hash informed Council that a Notice of Public Hearing was published which asked for comments regarding Special Exemption #2025-1, a request by German Neville to utilize the property located at 229 West Danville Street for a dance hall/lounge. The South Hill Planning Commission did not recommend approval.

Mr. Hash opened the Public Hearing:

- Wade Crowder asked for clarification on purpose and location.

Upon discussion, Councilor Feggins-Boone asked why the Planning Commission did not recommend approval. Mr. Hash stated that no one attended the recent Planning Commission meeting to answer questions. Councilor Smith inquired about building occupancy. Mr. Hash replied that a Life Safety Plan is required to establish occupancy which has not yet been completed. Councilor Sasser asked for clarification about rules regarding food and beverage sales percentages for comparable establishments. Mr. Hash stated that Virginia ABC is the appropriate agency to answer those questions.

Further discussion included expressed safety concerns by Councilor Freeman-Hite, desiring additional information regarding security plans. Councilor Smith inquired about parking. Mr. Hash stated that he is unaware about parking plans for the establishment at the time of the meeting. Councilor Freeman-Hite wanted clarification that the request was being made by a tenant, not the owner of the building. Vice Mayor Honeycutt asked if events were already being hosted at the location. Mrs. Reekes shared that several events have been held and the Police have been involved in attempts to shut down the events. Deputy Police Chief Ryan Durham shared that the events have been shut down due to improper permitting.

Mr. Hash closed the Public Hearing.

**A motion was made by Vice Mayor Honeycutt, second by Councilor Smith** to deny Special Exemption #2025-1, a request to utilize the property located at 229 West Danville Street for a dance hall/lounge. The motion carried via **roll-call vote** as follows:

Councilor Crocker-Aye

Councilor Feggins-Boone-Aye

Councilor Freeman-Hite-Aye  
Councilor Luster-Aye  
Councilor Smith-Aye

Vice Mayor Honeycutt-Aye  
Councilor Sasser-Aye

## **B. Proposed FY25-26 Budget and Rates**

Keli Reekes informed Council that 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. Mrs. Reekes gave a presentation of the budget, rates and fees before opening the Public Hearing.

Mrs. Reekes opened the Public Hearing:

- Tyler Howerton addressed Council asking for clarification on increases in the General Fund, Facilities Management, Non-Departmental, and Water & Sewer, as well as why funds continue to be rolled over for capital projects.
- Wade Crowder addressed Council iterating that he agrees with Mr. Howerton's sentiments.

Mrs. Reekes closed the Public Hearing.

Upon discussion, Mrs. Reekes explained that an increase of incoming funds from Microsoft and the related economic incentives are a large contributor to some of the increases in the budget. She cited the mold remediation and upcoming remodel of Town Hall as an anticipated one-time increase for Facilities Management. She also stated that capital improvements are made from funds in reserve, not taxes and that she will provide any detailed information regarding the budget to anyone upon request. Vice Mayor Honeycutt added that investment in our infrastructure is critical to avoid future disruptions and delaying improvements could have significant consequences.

**A motion was made by Councilor Feggins-Boone, second by Councilor Luster** to place the proposed budget, rates, and fees 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. The motion carried via **roll-call vote** as follows:

Councilor Crocker-Aye  
Councilor Freeman-Hite-Aye  
Councilor Luster-Aye  
Councilor Smith-Aye

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

## **V. ADMINISTRATIVE REPORTS**

### **A. Consent Agenda**

#### **1. Minutes**

- March 10, 2025 Regular Meeting**
- March 10, 2025 Special Meeting**
- March 17, 2025 Budget Work Session**
- March 19, 2025 Budget Work Session**
- March 26, 2025 Budget Work Session**

#### **2. Monthly Financial Report**



Dahlis Morrow submitted the financial report as follows:

General Fund	-	\$ 7,505,955.90	Total Investment Accounts	-	\$ 30,695,005.43
Water and Sewer Fund	-	\$ 67,381.13	Total Police Dept. Savings	-	\$ 48,369.76
Cemetery Fund	-	\$ 21,371.45			
Nick's Lane		\$ (17,239.18)	Del. Taxes Due Thru 03/31/2025	-	\$ 539,287.61
Total in Checking	-	\$ 7,577,469.30	(Real Estate and Personal Property)		

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

**B. Items for Approval**

**1. Town Manager Report**

**a. Resolution of the Town Authorizing Acquisition of Right of Way and Easements for Franklin and Windsor Streets Stormwater Project**

Mrs. Reekes presented Council with a Resolution authorizing acquisition of right of way and easements for the Franklin and Windsor Street Stormwater Project recommended by legal counsel.

**A motion was made by Councilor Freeman-Hite, second by Councilor Luster** to approve the Resolution of the Town authorizing acquisition of right of way and easements for Franklin and Windsor Streets Stormwater Project. The motion carried unanimously.

**b. Town Hall Update**

Mrs. Reekes shared that mold remediation has been completed. HVAC, roof repairs, and engineering of architectural design for the interior are underway. Once the engineering is complete, Mrs. Reekes will share an estimated timeline for completion.

**C. Reports to Accept as Presented**

For efficiency, the following reports for March 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 414 activity incidents, 34 reportable criminal offenses, 773 calls for service, and \$480 in property recovered. Other miscellaneous items included 384 training hours and 72 warrants issued. Administrative news was shared.

### 3. Municipal Services Report

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

- Completion of Thomas Street service line installation
- New generator installations at a sewer pump station paid for with VDEM grant
- Windsor and Franklin Streets stormwater project work will begin soon
- Northeast waterline project easement delays
- Mountain Creek sewer pump back in service

### 4. Parks, Facilities and Grounds

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

- Current and future Centennial Park playground improvements
- Parker Park basketball court
- Parker Park handicap-accessible ramp at the baseball complex
- Town Hall mold remediation and renovation
- HVAC installation at the Library

### 5. Code Compliance Report

#### a. Report of Activity

David Hash submitted the report of activity as follows:

Inspections Completed	-	40
Permits Issued	-	22
Fees Collected	-	\$ 2,910.87
UEZ Exemption	-	\$ 0
Rehab Exemption	-	\$ 30.60
General Exemption	-	\$ 0
Work Value	-	\$ 1,408,842.00

New businesses included:

- South Hill BP (New Owner) – 702 E. Atlantic Avenue (Gas Station)
- S & J Antiques – 935 W. Atlantic Street (Flea Market Vendor)

#### 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:

- Completed Industrial Park acquisition completed. To be transferred to RIFA
- Met with Virginia Restaurant Association to discuss strategies for recruiting new eateries for downtown
- Continued efforts to address the need for housing development
- Prospective hotel planning
- Working with developer on proposed Plank Road subdivision

### 7. Human Resources Report

Kristine Martin submitted the Human Resources report on the following:

**a. HR Accomplishments Updates**

- Plans to expand use of NEOGOV system by adopting a learning management system to streamline and enhance employee training and development.

**b. Employment News**

- CJ Dean, Director of Municipal Services, celebrated five years of service with the Town.
- Robbie Thompson, Fleet Mechanic, celebrated 10 years of service with the Town.
- The Town welcomed two new employees to the Public Works team. Aaron Gleiser and Stefan Tanner joined the Town as Maintenance Operators in the Water & Sewer Department.

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

**VI. OTHER BUSINESS**

**A. Approval of Confidential Settlement Agreement**

Councilor Freeman-Hite addressed the public stating that, while the decision made was challenging and not taken lightly, she believes her vote on the matter is in the best interest of the taxpayers. Councilor Sasser added that his position is similar to Councilor Freeman-Hite's. Vice Mayor Honeycutt expressed his displeasure in having to vote on the matter.

**A motion was made by Vice Mayor Honeycutt, second by Councilor Luster** to approve the confidential settlement agreement. The motion carried via **roll-call vote** as follows:

Councilor Crocker-Aye  
Councilor Freeman-Hite-Aye  
Councilor Luster-Aye  
Councilor Smith-Aye

Councilor Feggins-Boone-No  
Vice Mayor Honeycutt-Aye  
Councilor Sasser-Aye

**VII. ADJOURNMENT**

There being no further business matters before the South Hill Town Council, Mayor Moody adjourned the meeting at 7:39 p.m.

**VALIDATION**

Minutes approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Leanne Patrick, Clerk of Council

\_\_\_\_\_  
W.M. Moody, Mayor



## SOUTH HILL TOWN COUNCIL

### SPECIAL MEETING MINUTES

MONDAY, APRIL 14, 2025, 5:30 P.M.

A special meeting of the South Hill Town Council was held on Monday, April 14, 2025 at 5:30 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 following: acquisition of real property for a public purpose; and actual or probable litigation (employment matter).

#### 1. CALL TO ORDER

The Honorable Mayor Mike Moody called the special meeting to order at 5:30 p.m.

#### 2. ROLL CALL

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

##### A. Council Members

Randy Crocker  
Gavin Honeycutt  
Michael Smith

Lillie Feggins-Boone  
Delores Luster

Jenifer Freeman-Hite  
Carl L. Sasser, Jr.

Councilor Smith arrived at 5:57pm.

#### 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 Freeman-Hite**, the South Hill Town Council entered into Closed Session to discuss the following matters as permitted by Virginia Code § 2.2-3711: A(3), discussion or consideration of the acquisition of real property for a public purpose (CDA's proposal & Farmers Market expansion); and A(7), consultation with legal counsel pertaining to actual or probable litigation (employment matter). 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, Town Attorney Faith Alejandro, VRSA-appointed Attorney John Conrad, and South Hill CDA President LJ Dornak were present during Closed Session. Mr. Dornak was dismissed at 5:51pm.

#### 4. OPEN SESSION

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

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

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

Councilor Crocker-Aye  
Councilor Freeman-Hite-Aye  
Councilor Luster-Aye  
Councilor Smtih -Aye

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

There was no action taken in Open Session on the consultation with legal counsel regarding the acquisition of real property for a public purpose; and actual or probable litigation (employment matter).

## 5. ADJOURNMENT

There being no further business matters before the South Hill Town Council, Mayor Moody adjourned the special meeting at 6:59 p.m.

## VALIDATION

Minutes approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Leanne Patrick, Clerk of Council

\_\_\_\_\_  
W.M. Moody, Mayor



## **SOUTH HILL TOWN COUNCIL**

### **RETREAT MINUTES**

**TUESDAY, APRIL 29, 2025, 9:00 A.M.**

The South Hill Town Council met for a retreat on Tuesday, April 29, 2025 at 9:00 a.m. in Classroom C of the Lake Country Advanced Knowledge Center at 118 E. Danville Street, South Hill, Virginia 23970. Peter Stephenson from the Virginia Risk Sharing Association (VRSA) facilitated the retreat. Town Clerk Leanne Patrick took minutes of the retreat.

#### **1. CALL TO ORDER**

The Honorable Mike Moody called the retreat to order at 9:01 a.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  
Michael Smith

Jenifer Freeman-Hite  
Delores Luster

Ashley Hardee  
Carl Sasser, Jr.

Councilor Lillie Feggins-Boone was absent from the retreat..

##### **B. Staff in Attendance**

Keli Reekes, Town Manager  
CJ Dean, Mun. Serv. Director  
Kristine Martin, HR Manager  
Brent Morris, Business Dev. Manager

Leanne Patrick, Town Clerk  
Dahlis Morrow, Dir. of Fin. & Admin.  
Greg Geist, Police Chief

Thomas Bullock, Director of Education and Training with VRSA, was also in attendance and gave a presentation.

#### **3. DISCUSSION**

Agenda items of discussion included the following:

- **Getting to Know You – Introductions and Team Building Activity**
- **Town Mission, Development, Review & Vision Statements, and Defining Core Values**
- **Where are we Now – In-Person SWOC/T Analysis, and Status of Existing Goal Areas (6) from 2022 Comprehensive Plan**

- **Where are we Going – Council Priorities and Strategic Goals (Based on Advance Survey Input), Reality Check, and Implementation/Measuring Success**
  - **Business Incentives/Grants Initiative**
    - ❖ **Façade Grant Committee**
  - **Street Extension Projects – Raleigh/47 & Thompson/Alpine**
  - **Virginia Main Street Program**
- **‘Civility/Effective Communication’ Training Session**
- **Keys to Establishing Positive Council – Manager/Staff Working Relationships**
- **Town Manager/Council Discussion Time for Ongoing Projects and Issues of Interest**
  - **Consensus to Move Forward:**
    - ❖ **Golf Cart Communities**
    - ❖ **Town Logo**
  - **Facility Use Policies – Exchange Warehouse, Centennial Park**
- **Wrap Up and Adjournment**

No matters were voted upon during the retreat. Topics discussed included roles and responsibilities of Council and important projects for the future of South Hill.

Council reached consensus on the following topics:

- Using the current Town logo on all official business, with the old logo to be phased out gradually.
- Keeping the presented street extension projects in the long-term plan, noting that more urgent projects will take priority in the short term.

Due to time constraints, remaining undiscussed topics were emailed to Council for individual review and future consideration..

Attendees took a 30-minute break for lunch which was provided by 313 Franklin.

#### **4. ADJOURNMENT**

There being no further business matters before the South Hill Town Council, Mayor Moody adjourned the retreat at 2:25 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: May 6, 2025

	For Month Ended April 30, 2025	Previous Month Bal.	Change	New Balance	Interest and Gain/(Loss)	Ending Balance
General Fund		\$ 7,505,955.90	\$ (1,227,558.31)	\$ 6,278,397.59	\$ 3,112.82	\$ 6,281,510.41
Water & Sewer Fund		\$ 67,381.13	\$ 26,783.91	\$ 94,165.04	\$ -	\$ 94,165.04
Cemetery Fund		\$ 20,571.45	\$ 800.00	\$ 21,371.45	\$ -	\$ 21,371.45
Nick's Lane		\$ 20,567.32	\$ (85,233.46)	\$ (64,666.14)	\$ -	\$ (64,666.14)
Total Checking		\$ 7,614,475.80	\$ (1,285,207.86)	\$ 6,329,267.94	\$ 3,112.82	\$ 6,332,380.76
Investments:						
Local Government Investment Pool		\$ 3,018,297.10		\$ 3,018,297.10	\$ 10,991.56	\$ 3,029,288.66
VIP Stable NAV Liquidity Pool		\$ 8,200,995.47		\$ 8,200,995.47	\$ 30,044.42	\$ 8,231,039.89
VIP 1-3 Year High Quality Bond Fund		\$ 10,677,776.16	\$ 45,025.02	\$ 10,722,801.18	\$ 36,731.87	\$ 10,759,533.05
First Citizens Investment *****		\$ 8,725,212.39	\$ 23,063.51	\$ 8,748,275.90	\$ 49,660.80	\$ 8,797,936.70
Total Investments		\$ 30,622,281.12	\$ 68,088.53	\$ 30,690,369.65	\$ 127,428.65	\$ 30,817,798.30
Police Federal Forfeiture/Seizure Account		\$ 26,112.91		\$ 26,112.91	\$ 2.15	\$ 26,115.06
Police State Forfeiture/Seizure Account		\$ 7,862.24		\$ 7,862.24	\$ 1.62	\$ 7,863.86
Police Petty Cash Account		\$ 14,394.61	\$ 97.00	\$ 14,491.61		\$ 14,491.61
Total Police Accounts		\$ 48,369.76	\$ 97.00	\$ 48,466.76	\$ 3.77	\$ 48,470.53
***** Statement not available as of prepared date						
Total Taxes Due Through 4/30/2025 (all years)		\$ 490,628.74				
Real Estate and Personal Property						



# INCOME/EXPENSE REPORT

APRIL 2025

Account Description	Prior Period	Budget	YTD	Balance
CURRENT TAXES - REAL	2,026,654.66	2,000,000.00	2,364,708.54	364,708.54
DELINQUENT TAXES-REAL	2,369.06	10,000.00	17,116.93	7,116.93
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	881,209.89	880,000.00	1,447,090.55	567,090.55
PPTRA REIMBURSEMENT	113,068.11	113,068.00	113,068.11	0.11
PENALTIES - ALL PROP.TAXES	13,397.65	20,000.00	17,624.71	-2,375.29
INTEREST - ALL PROP. TAXES	25,970.90	25,000.00	29,453.43	4,453.43
COMMUNICATIONS SALES TAX	99,852.61	125,000.00	97,086.31	-27,913.69
CONSUM.UTILITY TAX-ELECT.	135,260.01	158,000.00	135,589.02	-22,410.98
CONSUM.UTILITY TAX-GAS	25,912.79	35,000.00	46,505.70	11,505.70
FRANCHISE TAX	0	0.00	760.31	760.31
MEALS TAX	2,293,686.99	2,500,000.00	2,371,283.33	-128,716.67
LODGING TAX	807,206.37	860,000.00	888,840.96	28,840.96
CIGARETTE TAX	153,675.00	200,000.00	124,845.00	-75,155.00
BUSINESS LICENSE	1,397,095.97	1,100,000.00	1,297,119.95	197,119.95
PENALTIES - BUSINESS LICENSE	9,414.14	4,000.00	5,866.45	1,866.45
LEVEL 3 LICENSE FEE	0	6,600.00	0	-6,600.00
MOTOR VEHICLE LICENSE FEES	44,328.18	45,000.00	44,287.46	-712.54
BANK STOCK TAXES	0	240,000.00	153,313.00	-86,687.00
PENALTIES - OTHER LOCAL TAX	14,587.47	10,000.00	14,016.69	4,016.69
INTEREST - OTHER LOCAL TAX	575.09	500.00	452.74	-47.26
BUILDING PERMITS	213,701.61	175,000.00	63,799.54	-111,200.46
COURT FINES/FORFEITURES	63,618.40	45,000.00	59,672.58	14,672.58
PARKING FINES	560.00	150.00	60.00	-90.00
EVENT PERMIT APPLICATION FEES	300.00	500.00	500.00	0.00
INVESTMENT GAINS (LOSSES)	-450,719.74	0.00	75,938.79	75,938.79
INTEREST ON DEPOSITS	752,249.39	150,000.00	790,965.35	640,965.35
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	195,845.15	115,000.00	121,452.79	6,452.79
WASTE COLL & DISP FEES	455,680.61	530,000.00	408,681.86	-121,318.14
MOWING & BRUSH COLLECTION FEES	150.00	1,000.00	1,000.00	0.00
WASTE COLLECTIONS PENALTY	15,719.85	10,000.00	12,526.24	2,526.24
CHARGES FOR COPIES	1,325.00	500.00	966.34	466.34
AT&T/VERIZON TANK RENTAL	49,650.87	60,400.00	50,662.99	-9,737.01
PARKER PARK INCOME	0	6,500.00	200.00	-6,300.00
ZONING & SUBDIVISION FEES	12,056.00	10,000.00	10,150.00	150.00

**INCOME/EXPENSE REPORT****APRIL 2025**

<b>Account Description</b>	<b>Prior Period</b>	<b>Budget</b>	<b>YTD</b>	<b>Balance</b>
CENTENNIAL AMPHITHEATER INCOME	500.00	0.00	500.00	500.00
MISCELLANEOUS REVENUES	112,557.86	10,000.00	9,546.88	-453.12
EXPENSES-REIMBURSED	88,579.41	2,500.00	14,234.15	11,734.15
MISC REVENUE - SALE OF PROPERTY	21,768.18	22,000.00	545,716.00	523,716.00
MISC REVENUE - DMV STOPS	3,245.61	5,000.00	720.00	-4,280.00
CENTENNIAL PAVILION/UPPER FIELD INCOM	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	16,467.76	18,000.00	28,633.21	10,633.21
WATER/SEWER ADMIN FEES	133,435.00	162,500.00	0	-162,500.00
VRSA INSURANCE REFUND/DIVIDEND/GRANT	6,297.00	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	53,748.77	55,000.00	54,487.86	-512.14
SALES & USE TAX	763,386.66	700,000.00	880,539.69	180,539.69
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
E-SUMMONS	4,676.56	3,000.00	4,559.51	1,559.51
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	210,377.84	185,377.84
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	105,888.21	20,000.00	30,855.84	10,855.84
TRANSFER FROM FUND BALANCE	0	5,166,055.00	0	-5,166,055.00
OVERPAYMENTS	2,964.71	0.00	24,887.53	24,887.53
<b>GENERAL FUND Revenue Totals</b>	<b>12,614,842.08</b>	<b>17,735,921.00</b>	<b>14,552,713.75</b>	<b>-3,183,207.25</b>

**INCOME/EXPENSE REPORT****APRIL 2025**

<b>Account Description</b>	<b>Prior Period</b>	<b>Budget</b>	<b>YTD</b>	<b>Balance</b>
MAYOR & TOWN COUNCIL	0	0	0	0
SALARIES	8,000.00	9,600.00	8,000.00	1,600.00
COUNCIL FEES	31,200.00	38,400.00	31,200.00	7,200.00
PLANNING COMMISSION FEES	1,090.00	5,040.00	1,820.00	3,220.00
FICA	3,051.76	4,058.00	3,168.63	889.37
UNEMPLOYMENT INSURANCE	45.38	100.00	47.55	52.45
CELL PHONE ALLOWANCE	160.00	480.00	400.00	80.00
INSURANCE-PUBLIC OFFICIALS	2,916.00	2,600.00	3,189.00	-589.00
TRAVEL- MEETINGS/EDUCATION	2,762.93	10,000.00	3,451.76	6,548.24
DUES & SUBSCRIPTIONS	3,389.00	3,500.00	3,282.00	218.00
DEPARTMENTAL SUPPLIES	739.81	750.00	1,008.92	-258.92
<b>MAYOR &amp; TOWN COUNCIL</b>	<b>53,354.88</b>	<b>74,528.00</b>	<b>55,567.86</b>	<b>18,960.14</b>

**INCOME/EXPENSE REPORT****APRIL 2025**

<b>Account Description</b>	<b>Prior Period</b>	<b>Budget</b>	<b>YTD</b>	<b>Balance</b>
FINANCE AND ADMINISTRATION	0	0	0	0
SALARIES	231,529.27	210,136.00	176,077.27	34,058.73
SALARIES OVERTIME	46.36	100.00	540.64	-440.64
FICA	17,031.47	16,075.00	14,208.86	1,866.14
RETIREMENT	26,770.88	44,780.00	28,030.18	16,749.82
MEDICAL PLANS	38,401.12	36,800.00	34,083.54	2,716.46
GROUP LIFE INSURANCE	1,443.47	2,816.00	1,220.73	1,595.27
DISABILITY INSURANCE	1,185.42	1,790.00	888.14	901.86
UNEMPLOYMENT INSURANCE	65.82	60.00	41.96	18.04
WORKERS COMPENSATION	977.01	290.00	238.24	51.76
CLOTHING ALLOWANCE	0	0.00	150.00	-150.00
OFFICE EQUIP. MAINTENANCE	4,480.40	4,500.00	4,002.80	497.20
CONTRACT/TECHNICAL SERVICES	159,424.84	155,000.00	197,824.72	-42,824.72
POSTAGE	18,611.08	25,000.00	22,070.85	2,929.15
TELECOMMUNICATIONS	12,872.48	15,600.00	17,913.30	-2,313.30
PROPERTY INSURANCE	1,332.00	1,300.00	1,464.00	-164.00
TRAVEL - MEETINGS/EDUCATION	1,621.09	2,000.00	973.41	1,026.59
DUES AND SUBSCRIPTIONS	19,900.02	18,100.00	3,173.50	14,926.50
HEPATITIS SHOTS/DRUG TEST/DMV	1,248.00	0.00	0	0.00
DEPARTMENTAL SUPPLIES	51,412.78	33,000.00	37,189.66	-4,424.96
CIGARETTE STAMPS	0	10,478.00	0	10,478.00
<b>FINANCE AND ADMINISTRATION</b>	<b>588,354</b>	<b>577,825.00</b>	<b>540,092</b>	<b>37,497.90</b>

**INCOME/EXPENSE REPORT****APRIL 2025**

<b>Account Description</b>	<b>Prior Period</b>	<b>Budget</b>	<b>YTD</b>	<b>Balance</b>
TOWN MANAGER	0	0	0	0
SALARY - TOWN MANAGER	125,536.22	133,000.00	113,423.08	19,576.92
SALARIES	71,777.05	87,123.00	33,464.63	53,658.37
VEHICLE ALLOWANCE	0	7,200.00	8,261.52	-1,061.52
FICA	15,281.23	17,390.00	11,879.67	5,510.33
RETIREMENT	18,448.33	46,269.00	29,042.87	17,226.13
MEDICAL PLANS	15,096.43	18,803.00	15,482.42	3,320.58
GROUP LIFE INSURANCE	1,133.45	2,910.00	1,054.64	1,855.36
DISABILITY INSURANCE	815.38	1,130.00	769.72	360.28
UNEMPLOYMENT INSURANCE	31.20	40.00	19.86	20.14
WORKERS COMPENSATION	108.00	200.00	130.00	70.00
CELL PHONE ALLOWANCE	945.00	900.00	1,095.00	-195.00
TELECOMMUNICATIONS	0	0.00	180.03	-180.03
TRAVEL - MEETINGS/EDUCATION	3,252.96	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
<b>TOWN MANAGER</b>	<b>252,975</b>	<b>322,539.00</b>	<b>217,906.86</b>	<b>104,632.14</b>

**INCOME/EXPENSE REPORT****APRIL 2025**

<b>Account Description</b>	<b>Prior Period</b>	<b>Budget</b>	<b>YTD</b>	<b>Balance</b>
DIRECTOR OF MUNICIPAL SERVICES	0	0	0	0
SALARY	106,333.93	127,857.00	109,071.11	18,785.89
VEHICLE ALLOWANCE	5,815.32	7,200.00	6,092.24	1,107.76
FICA	8,655.36	10,332.00	8,889.87	1,442.13
RETIREMENT	11,272.17	27,246.00	22,678.56	4,567.44
MEDICAL PLANS	8,256.77	9,200.00	10,453.61	-1,253.61
GROUP LIFE INSURANCE	692.54	1,713.00	775.08	937.92
DISABILITY INSURANCE	548.13	600.00	560.67	39.33
UNEMPLOYMENT INSURANCE	10.40	20.00	10.40	9.60
WORKERS COMPENSATION	660.00	1,090.00	809.00	281.00
TELECOMMUNICATIONS	339.78	800.00	534.15	265.85
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
<b>DIRECTOR OF MUNICIPAL SERVICES</b>	<b>142,778</b>	<b>188,058.00</b>	<b>159,955</b>	<b>28,103.31</b>

**INCOME/EXPENSE REPORT****APRIL 2025**

<b>Account Description</b>	<b>Prior Period</b>	<b>Budget</b>	<b>YTD</b>	<b>Balance</b>
BUSINESS DEVELOPMENT DEPT	0	0	0	0
SALARY	74,953.14	90,660.00	56,790.72	33,869.28
VEHICLE ALLOWANCE	5,815.32	7,200.00	4,430.72	2,769.28
FICA	6,323.80	7,486.00	4,661.34	2,824.66
RETIREMENT	9,262.23	19,320.00	10,198.67	9,121.33
MEDICAL PLANS	8,249.89	9,200.00	6,738.25	2,461.75
GROUP LIFE INSURANCE	490.48	1,215.00	398.91	816.09
DISABILITY INSURANCE	402.36	440.00	294.88	145.12
UNEMPLOYMENT INSURANCE	10.40	20.00	8.84	11.16
WORKERS COMPENSATION	44.00	80.00	0	80.00
CELL PHONE ALLOWANCE	1,290.00	900.00	525.00	375.00
TELECOMMUNICATIONS	420.07	800.00	705.23	94.77
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	26,119.06	50,000.00	37,426.26	12,573.74
DEPARTMENTAL SUPPLIES	410.44	1,000.00	0	1,000.00
SITE READINESS	81,828.08	0.00	0	0.00
BUSINESS INCENTIVE EXPENSE	3,872.98	20,000.00	2,497.38	17,502.62
FACADE AND UP FIT INCENTIVE EXPENSE	22,153.39	100,000.00	24,758.01	75,241.99
<b>BUSINESS DEVELOPMENT DEPT</b>	<b>242,377.24</b>	<b>313,821.00</b>	<b>149,867.00</b>	<b>163,954.00</b>

**INCOME/EXPENSE REPORT****APRIL 2025**

<b>Account Description</b>	<b>Prior Period</b>	<b>Budget</b>	<b>YTD</b>	<b>Balance</b>
HUMAN RESOURCES DEPT	0	0	0	0
HUMAN RESOURCES SALARY	0	92,880.00	76,018.39	16,861.61
INCENTIVE PAY	0	68,000.00	0	68,000.00
FICA	0	7,105.00	5,674.00	1,431.00
RETIREMENT	0	19,793.00	12,678.33	7,114.67
MEDICAL PLANS	0	9,200.00	10,044.00	-844.00
GROUP LIFE INSURANCE	0	1,245.00	512.41	732.59
DISABILITY INSURANCE	0	350.00	414.81	-64.81
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	3,545.34	17,735.66
CONTRACT/TECHNICAL SERVICES	0	25,000.00	9,088.21	15,911.79
TRAVEL-MEETINGS/EDUCATION	0	1,000.00	573.54	426.46
EMPLOYEE APPRECIATION/RECOGNITION	0	20,000.00	13,762.52	6,237.48
DUES & SUBSCRIPTIONS	0	20,000.00	4,674.99	15,325.01
HEPATITIS SHOTS/DRUG TEST/DMV	0	2,750.00	1,950.00	720.00
DEPARTMENTAL SUPPLIES	0	1,000.00	896.87	103.13
<b>HUMAN RESOURCES DEPT</b>	<b>0</b>	<b>289,954.00</b>	<b>139,881.33</b>	<b>149,992.67</b>



**INCOME/EXPENSE REPORT****APRIL 2025**

<b>Account Description</b>	<b>Prior Period</b>	<b>Budget</b>	<b>YTD</b>	<b>Balance</b>
NON-DEPARTMENTAL	0	0	0	0
EMPLOYEE APPRECIATION/RECOGNITION	4,957.60	0.00	0	0.00
ADVERTISING	3,254.60	8,000.00	4,590.71	3,409.29
AUDIT	20,290.60	32,000.00	0	32,000.00
LEGAL EXPENSES	204,099.47	320,000.00	296,912.31	23,087.69
REFUNDS ON TAXES	850.00	2,500.00	29,082.56	-26,582.56
MISCELLANEOUS REFUNDS	0	500.00	29.10	470.90
ECONOMIC INCENTIVE GRANT	0	680,000.00	999,675.10	-319,675.10
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	1,784.00	4,500.00	509.00	3,991.00
<b>NON-DEPARTMENTAL</b>	<b>271,896.27</b>	<b>1,465,474.00</b>	<b>1,345,756.78</b>	<b>119,717.22</b>

**INCOME/EXPENSE REPORT****APRIL 2025**

<b>Account Description</b>	<b>Prior Period</b>	<b>Budget</b>	<b>YTD</b>	<b>Balance</b>
POLICE DEPARTMENT	0	0	0	0
SALARY - CHIEF	97,319.48	131,970.00	118,848.76	13,121.24
SALARIES - OVERTIME	63,213.15	55,000.00	76,000.34	-21,000.34
SALARIES - PART TIME	1,611.50	14,000.00	1,317.06	12,682.94
SALARIES - COMMAND STAFF	123,088.80	181,261.00	177,909.98	3,351.02
SALARIES - CORPLS & PTRL OFFICERS	600,524.68	786,489.00	549,930.65	236,558.35
SALARIES - CLERK & DISPATCHERS	97,131.56	123,732.00	128,427.73	-4,695.73
SALARY - PT DISPATCHERS	2,862.00	2,000.00	3,430.00	-1,430.00
SALARIES - SRGTS & DETECTIVES	371,203.28	537,183.00	383,002.11	154,180.89
SALARY - ANIMAL WARDEN	17,347.32	21,000.00	17,327.78	3,672.22
HOLIDAY PAY	70,984.05	68,000.00	76,115.56	-8,115.56
FICA	108,086.45	141,727.00	114,060.66	27,666.34
RETIREMENT	138,118.68	375,192.00	270,644.16	104,547.84
MEDICAL PLANS	234,995.14	248,400.00	285,675.29	-37,275.29
GROUP LIFE INSURANCE	8,320.16	23,593.00	9,156.22	14,436.78
DISABILITY INSURANCE	515.05	800.00	577.32	222.68
LINE OF DUTY ACT EXPENSE	28,784.00	30,250.00	17,039.00	13,211.00
UNEMPLOYMENT INSURANCE	295.56	380.00	229.76	150.24
WORKERS COMPENSATION	43,804.00	50,000.00	50,325.00	-325.00
CELL PHONE ALLOWANCE	400.00	480.00	400.00	80.00
UNIFORMS	13,529.11	18,000.00	13,134.78	4,865.22
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	6,373.68	20,000.00	5,009.01	2,578.78
OFFICE EQUIP. MAINTENANCE	7,633.51	20,000.00	12,820.79	7,179.21
ADVERTISING	0	500.00	97.60	402.40
ELECTRICAL SERVICE	7,680.30	9,000.00	7,796.01	1,203.99
NATURAL GAS/HEATING	1,541.02	2,500.00	2,159.30	340.70
TELECOMMUNICATIONS	25,548.29	35,000.00	28,333.18	6,666.82
PROPERTY & LIABILITY INSURANCE	25,368.00	25,360.00	30,475.65	-5,115.65
CLEANING/JANITORIAL SUPPLIES	7,296.90	9,000.00	6,821.19	2,178.81
VEHICLE & EQUIP. MAINTENANCE	28,843.22	40,000.00	30,011.13	9,603.14
FUEL EXPENSE	53,313.67	60,000.00	49,677.79	10,322.21
SHOOTING RANGE EXPENSE	8,787.08	20,000.00	10,777.21	7,307.79
TRAVEL - MEETINGS/EDUCATION	34,488.47	50,000.00	41,910.71	8,053.19
FORENSICS EXPENSE	2,323.70	2,500.00	3,427.48	-927.48
DRUG ENFORCEMENT EXPENSES	5,100.00	7,000.00	5,549.00	1,451.00
RECORDS MANAGEMENT EXPENSES	11,642.99	18,000.00	14,765.40	3,234.60

**INCOME/EXPENSE REPORT****APRIL 2025**

<b>Account Description</b>	<b>Prior Period</b>	<b>Budget</b>	<b>YTD</b>	<b>Balance</b>
DUES & SUBSCRIPTIONS	11,877.31	14,000.00	13,872.50	127.50
PHYSICALS	1,967.00	2,000.00	140.00	1,860.00
DEPARTMENTAL SUPPLIES	22,518.58	39,200.00	36,536.77	2,663.23
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	44,778.24	58,000.00	42,721.42	15,180.07
GRANT EXPENSES	202,212.19	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	374,387.00	104,152.83	27,629.42
<b>POLICE DEPARTMENT</b>	<b>2,610,467.48</b>	<b>3,716,954.00</b>	<b>2,821,352.53</b>	<b>638,149.17</b>

# INCOME/EXPENSE REPORT

APRIL 2025

Account Description	Prior Period	Budget	YTD	Balance
CODE COMPLIANCE OFFICIAL	0	0	0	0
SALARIES	164,798.92	201,744.00	173,359.86	28,384.14
FICA	12,597.65	15,433.00	13,128.95	2,304.05
RETIREMENT	17,653.71	42,992.00	32,841.47	10,150.53
MEDICAL PLANS	25,175.90	27,600.00	32,790.30	-5,190.30
GROUP LIFE INSURANCE	1,063.16	2,703.00	1,220.65	1,482.35
DISABILITY INSURANCE	986.88	960.00	923.45	36.55
UNEMPLOYMENT INSURANCE	31.20	40.00	24.00	16.00
WORKERS COMPENSATION	776.00	1,190.00	922.00	268.00
CELL PHONE ALLOWANCE	800.00	960.00	800.00	160.00
UNIFORMS	0	1,200.00	0	1,200.00
ADVERTISING	1,118.00	4,000.00	2,848.35	1,151.65
PROPERTY INSURANCE	860.00	900.00	746.00	154.00
VEHICLE & EQUIP. MAINTENANCE	1,542.64	700.00	1,117.56	-417.56
FUEL EXPENSE	1,150.36	1,800.00	1,228.07	571.93
STATE LEVY - 2% OF PERMIT REV	2,676.58	2,000.00	10,395.95	-8,395.95
TRAVEL - MEETINGS/EDUCATION	539.08	2,500.00	324.93	2,175.07
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	1,156.59	1,500.00	71.13	1,428.87
STORMWATER / E&S	9,056.50	10,000.00	8,408.00	1,592.00
CAPITAL OUTLAY	0	41,130.00	38,312.70	2,817.30
STREET MAINTENANCE	0	0	0	0
SALARIES	298,731.71	377,276.00	311,709.91	65,566.09
SALARIES - OVERTIME	10,897.79	15,000.00	20,955.32	-5,955.32
FICA	22,967.49	30,010.00	25,069.76	4,940.24
RETIREMENT	31,486.51	80,398.00	56,429.27	23,968.73
MEDICAL PLANS	53,224.12	64,400.00	70,621.03	-6,221.03
GROUP LIFE INSURANCE	1,905.11	5,056.00	2,211.35	2,844.65
DISABILITY INSURANCE	1,498.65	1,920.00	1,669.39	250.61
UNEMPLOYMENT INSURANCE	99.34	80.00	61.56	18.44
WORKERS COMPENSATION	9,124.00	20,330.00	11,279.00	9,051.00
CELL PHONE ALLOWANCE	400.00	480.00	440.00	40.00
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)	72,807.70	110,000.00	79,019.84	30,980.16

**INCOME/EXPENSE REPORT****APRIL 2025**

<b>Account Description</b>	<b>Prior Period</b>	<b>Budget</b>	<b>YTD</b>	<b>Balance</b>
TELECOMMUNICATIONS	2,843.62	3,470.00	5,615.96	-2,145.96
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	275,009.94	1,793,969.00	628,129.09	297,759.93
VEHICLE & EQUIP. MAINTENANCE	25,790.01	40,000.00	42,333.23	-3,255.11
FUEL EXPENSE	21,380.12	35,000.00	21,472.52	13,527.48
TRAVEL - MEETINGS/EDUCATION	6,762.87	8,500.00	7,291.08	1,208.92
HEPATITIS SHOTS/DRUG TEST/DMV	1,016.00	0.00	0	0.00
DEPARTMENTAL SUPPLIES	206.36	16,074.00	11,303.99	4,770.01
SAFETY/PROTECTIVE EQUIP.	2,375.20	2,500.00	3,294.27	-794.27
CAPITAL OUTLAY	179,827.14	1,271,717.00	131,875.00	838,603.00
<b>CODE COMPLIANCE OFFICIAL</b>	<b>1,280,178.74</b>	<b>4,296,582.00</b>	<b>1,774,222.62</b>	<b>1,352,118.52</b>

**INCOME/EXPENSE REPORT****APRIL 2025**

<b>Account Description</b>	<b>Prior Period</b>	<b>Budget</b>	<b>YTD</b>	<b>Balance</b>
SOLID WASTE	0	0	0	0
SALARIES	128,981.94	153,414.00	136,492.88	16,921.12
SALARIES - OVERTIME	5,730.32	8,500.00	7,405.51	1,094.49
FICA	10,331.34	12,386.00	10,997.56	1,388.44
RETIREMENT	13,388.94	32,693.00	25,165.32	7,527.68
MEDICAL PLANS	25,172.83	27,600.00	29,334.35	-1,734.35
GROUP LIFE INSURANCE	801.12	2,056.00	927.00	1,129.00
DISABILITY INSURANCE	684.42	760.00	722.04	37.96
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	31,751.87	37,276.00	67,248.31	-30,616.96
FUEL EXPENSE	21,625.59	25,000.00	12,922.59	12,077.41
HEPATITIS SHOTS/DRUG TEST/DMV	146.00	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	262,484.26	365,000.00	283,104.48	81,895.52
LANDFILL TIPPING FEES	130,759.60	100,000.00	91,850.00	8,150.00
CAPITAL OUTLAY	0	225,000.00	0	3,673.00
<b>SOLID WASTE</b>	<b>668,038</b>	<b>1,038,705</b>	<b>703,555</b>	<b>113,178</b>

**INCOME/EXPENSE REPORT****APRIL 2025**

<b>Account Description</b>	<b>Prior Period</b>	<b>Budget</b>	<b>YTD</b>	<b>Balance</b>
FLEET MAINTENANCE	0	0	0	0
SALARIES	195,044.80	222,615.00	132,319.97	90,295.03
SALARIES - OVERTIME	61.05	1,000.00	3,992.23	-2,992.23
FICA	14,923.27	17,107.00	10,474.35	6,632.65
RETIREMENT	19,662.90	47,440.00	22,333.85	25,106.15
MEDICAL PLANS	14,825.44	27,600.00	15,793.33	11,806.67
GROUP LIFE INSURANCE	1,128.65	2,983.00	954.40	2,028.60
DISABILITY INSURANCE	891.57	1,070.00	773.93	296.07
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	400.00	-400.00
UNIFORMS	381.75	600.00	0	600.00
CLOTHING ALLOWANCE	0	900.00	600.00	300.00
REPAIRS & MAINTENANCE	8,087.70	59,533.00	59,004.53	-459.36
ELECTRICAL SERVICE	7,452.29	10,000.00	6,837.76	3,162.24
HEATING	5,420.09	5,000.00	7,446.02	-2,446.02
TELECOMMUNICATIONS	2,785.28	3,500.00	4,161.80	-661.80
CELLULAR/MOBILE COMMUNICATION	88.44	0.00	0	0.00
PROPERTY INSURANCE	916.00	700.00	876.00	-176.00
VEHICLE & EQUIP. MAINTENANCE	13,260.88	20,000.00	17,561.94	518.59
FUEL EXPENSE	573.98	800.00	489.56	310.44
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	479.73	500.00	2,829.11	-2,329.11
SAFETY/PROTECTIVE EQUIP.	191.60	1,000.00	2,639.78	-1,960.76
<b>FLEET MAINTENANCE</b>	<b>291,304.62</b>	<b>432,508.00</b>	<b>295,336.36</b>	<b>133,943.36</b>

**INCOME/EXPENSE REPORT****APRIL 2025**

<b>Account Description</b>	<b>Prior Period</b>	<b>Budget</b>	<b>YTD</b>	<b>Balance</b>
FACILITY MAINTENANCE	0	0	0	0
SALARIES	154,776.19	115,376.00	95,649.15	19,726.85
SALARIES - OVERTIME	160.33	500.00	76.53	423.47
FICA	12,031.07	10,395.00	7,381.56	3,013.44
RETIREMENT	15,763.83	28,849.00	14,974.22	13,874.78
MEDICAL PLANS	31,581.43	27,600.00	24,343.06	3,256.94
GROUP LIFE INSURANCE	928.82	1,814.00	639.96	1,174.04
DISABILITY INSURANCE	787.46	920.00	528.62	391.38
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	21,449.11	176,000.00	282,142.75	-115,589.74
ENGINEERING	0	10,000.00	18,339.70	-8,339.70
ELECTRICAL SERVICE	11,226.19	15,000.00	27,868.27	-12,868.27
HEATING	5,219.05	7,000.00	4,938.39	2,061.61
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	2,971.97
VEHICLE & EQUIP. MAINTENANCE	0	600.00	932.16	-332.16
FUEL EXPENSE	725.55	800.00	1,196.78	-396.78
SAFETY/PROTECTIVE EQUIP.	300.00	600.00	1,405.35	-805.35
CAPITAL OUTLAY	1,954,718.14	920,000.00	417,825.87	502,174.13
DEBT SERVICE	90,168.83	163,284.00	172,328.53	-9,044.53
<b>FACILITY MAINTENANCE</b>	<b>2,317,903.59</b>	<b>1,499,438.00</b>	<b>1,086,569.12</b>	<b>401,740.38</b>



**INCOME/EXPENSE REPORT****APRIL 2025**

<b>Account Description</b>	<b>Prior Period</b>	<b>Budget</b>	<b>YTD</b>	<b>Balance</b>
PARKS AND GROUNDS	0	0	0	0
SALARIES	216,053.42	325,138.00	264,812.98	60,325.02
SALARIES - OVERTIME	0	2,000.00	0	2,000.00
FICA	16,349.27	25,026.00	20,113.62	4,912.38
RETIREMENT	23,080.90	69,287.00	44,286.02	25,000.98
MEDICAL PLANS	42,489.53	64,400.00	53,119.09	11,280.91
GROUP LIFE INSURANCE	1,360.59	4,355.00	1,837.17	2,517.83
DISABILITY INSURANCE	1,200.36	1,430.00	1,445.72	-15.72
UNEMPLOYMENT INSURANCE	78.00	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	280.00	-280.00
UNIFORMS	822.55	2,500.00	0	2,500.00
CLOTHING ALLOWANCE	0	1,800.00	1,050.00	750.00
REPAIRS & MAINTENANCE	85,601.65	105,000.00	85,168.43	19,080.72
ELECTRICAL SERVICE	15,845.10	25,000.00	17,998.78	7,001.22
TELECOMMUNICATIONS	5,302.97	5,720.00	7,832.04	-2,112.04
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	2,789.71	8,000.00	6,416.62	1,234.14
FUEL EXPENSE	3,269.92	8,000.00	5,324.64	2,675.36
TRAVEL - MEETINGS/EDUCATION	100.00	2,000.00	1,047.93	952.07
HEPATITIS SHOTS/DRUG TEST/DMV	510.00	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	44,521.57	1,146,283.00	663,535.57	200,417.20
<b>PARKS AND GROUNDS</b>	<b>465,257.49</b>	<b>1,806,159.00</b>	<b>1,181,246.43</b>	<b>341,482.25</b>

**INCOME/EXPENSE REPORT****APRIL 2025**

<b>Account Description</b>	<b>Prior Period</b>	<b>Budget</b>	<b>YTD</b>	<b>Balance</b>
LIBRARY	0	0	0	0
REPAIRS & MAINTENANCE	1,108.33	33,850.04	33,113.14	695.22
ELECTRICAL SERVICE	9,314.49	13,000.00	9,646.82	3,353.18
HEATING	2,698.50	5,149.96	2,741.07	2,408.89
<b>LIBRARY</b>	<b>13,121.32</b>	<b>52,000.00</b>	<b>45,501.03</b>	<b>6,457.29</b>

**INCOME/EXPENSE REPORT****APRIL 2025**

<b>Account Description</b>	<b>Prior Period</b>	<b>Budget</b>	<b>YTD</b>	<b>Balance</b>
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	25,009.45	58,448.00	31,737.97	26,710.03
CDA FACILITIES REPAIRS/MAINTENANCE	1,553.96	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 SOUTH	0	175,000.00	175,000.00	0.00
THE COLONIAL CENTER	30,000.00	15,000.00	0	15,000.00
SOUTH HILL VOLUNTEER FIRE DEPARTMENT	0	1,000,000.00	1,024,736.00	-24,736.00
LAB BUS	43,497.00	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 MATC	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 CITIZENS	0	2,500.00	2,500.00	0.00
CAPITAL OUTLAY	0	60,217.00	0	60,217.00
<b>COMMUNITY DEVELOPMENT</b>	<b>318,295</b>	<b>1,670,376.00</b>	<b>1,533,077</b>	<b>137,298.83</b>
<b>GENERAL FUND Expenditure Totals</b>	<b>9,516,300.56</b>	<b>17,744,921.00</b>	<b>12,049,886.67</b>	<b>3,747,225.44</b>

**INCOME/EXPENSE REPORT****APRIL 2025**

<b>Account Description</b>	<b>Prior Period</b>	<b>Budget</b>	<b>YTD</b>	<b>Balance</b>
WATER SALES	1,453,367.51	1,648,000.00	1,566,254.93	-81,745.07
WATER CONNECTION FEES	22,163.50	16,000.00	26,000.00	10,000.00
SEWAGE TREATMENT/LACROSSE	43,332.39	40,000.00	47,492.09	7,492.09
SEWAGE TREATMENT/BRODNAX	17,884.40	20,000.00	13,312.16	-6,687.84
PENALTIES-PAST DUE SALES	61,430.53	75,000.00	54,998.76	-20,001.24
INTEREST ON DEPOSITS	262,031.92	100,000.00	108,358.50	8,358.50
WWTP EXPANSION PAYMENT/LACROSSE	14,559.00	17,470.00	14,559.00	-2,911.00
WWTP EXPANSION PAYMENT/BRODNAX	7,279.50	8,735.00	7,279.50	-1,455.50
SEPTIC TANK HAULERS FEE	50,590.93	60,000.00	106,841.23	46,841.23
SET UP FEE - BULK WATER	20.00	200.00	20.00	-180.00
CUT ON / TRANSFER FEES	46,840.00	50,000.00	39,320.00	-10,680.00
LEACHATE TREATMENT	439,776.35	425,000.00	167,607.22	-257,392.78
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	1,270,925.50	1,472,000.00	1,361,004.57	-110,995.43
SEWER CONNECTION FEES	21,000.00	24,000.00	18,000.00	-6,000.00
VDH LEAD SERVICE LINE INVENTORY GRANT	0	100,000.00	127,047.07	27,047.07
AMERICAN RESCUE PLAN SEWER COLL GRA	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
<b>WATER &amp; SEWER FUND Revenue Totals</b>	<b>3,716,246.29</b>	<b>14,755,055.00</b>	<b>3,743,697.91</b>	<b>-11,011,357.09</b>

**INCOME/EXPENSE REPORT****APRIL 2025**

<b>Account Description</b>	<b>Prior Period</b>	<b>Budget</b>	<b>YTD</b>	<b>Balance</b>
WATER & SEWER FUND	0	0	0	0
WATER DISTRIBUTION SYSTEMS	0	0	0	0
SALARIES	70,201.65	142,030.00	88,720.98	53,309.02
SALARIES - OVERTIME	2,883.80	9,000.00	5,067.98	3,932.02
INCENTIVE	0	9,700.00	0	9,700.00
FICA	5,546.84	12,296.00	7,143.69	5,152.31
RETIREMENT	7,136.36	30,267.00	16,482.18	13,784.82
MEDICAL PLANS	12,726.08	27,600.00	20,694.42	6,905.58
GROUP LIFE INSURANCE	432.90	1,903.00	611.41	1,291.59
DISABILITY INSURANCE	382.72	530.00	558.21	-28.21
UNEMPLOYMENT INSURANCE	15.60	30.00	23.62	6.38
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	78,801.87	152,994.00	113,368.41	38,484.21
CONTRACT/TESTING SERVICES	17,880.95	6,500.00	19,561.82	-13,061.82
ENGINEERING	9,350.00	5,000.00	10,369.90	-5,369.90
ELECTRICAL SERVICE	2,685.70	3,500.00	4,199.06	-699.06
TELECOMMUNICATIONS	862.21	1,200.00	1,895.97	-827.43
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	1,914.12	2,500.00	3,182.21	-682.21
FUEL EXPENSE	2,978.98	5,000.00	2,451.77	2,548.23
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
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	1,267,475.29	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	841,807.84	1,300,000.00	864,948.32	435,051.68
DEBT SERVICE	201,824.94	365,478.00	334,453.79	31,024.21
TRANSFER TO OTHER FUNDS	66,717.50	81,250.00	0	81,250.00
<b>WATER &amp; SEWER FUND</b>	<b>2,683,534.12</b>	<b>8,432,468.00</b>	<b>2,711,020</b>	<b>5,720,174.83</b>

**INCOME/EXPENSE REPORT****APRIL 2025**

<b>Account Description</b>	<b>Prior Period</b>	<b>Budget</b>	<b>YTD</b>	<b>Balance</b>
SEWER COLLECTION SYSTEM	0	0	0	0
SALARIES	95,650.04	142,030.00	114,555.23	27,474.77
SALARIES - OVERTIME	4,500.73	9,000.00	6,704.00	2,296.00
FICA	7,528.90	11,554.00	9,161.21	2,392.79
RETIREMENT	10,039.49	30,267.00	20,137.22	10,129.78
MEDICAL PLANS	16,178.00	27,600.00	22,997.79	4,602.21
GROUP LIFE INSURANCE	583.15	1,903.00	775.18	1,127.82
DISABILITY INSURANCE	489.80	530.00	573.04	-43.04
UNEMPLOYMENT INSURANCE	26.00	30.00	23.10	6.90
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	91,475.08	110,000.00	116,549.98	-6,549.98
ENGINEERING	25,963.98	20,000.00	11,637.00	8,363.00
ELECTRICAL SERVICE	25,550.40	30,000.00	29,583.71	416.29
TELECOMMUNICATIONS	280.07	500.00	400.10	99.90
PROPERTY INSURANCE	5,428.00	5,500.00	4,120.00	1,380.00
VEHICLE & EQUIP. MAINTENANCE	11,292.54	12,000.00	13,842.97	-1,842.97
FUEL EXPENSE	7,683.36	10,000.00	11,826.64	-1,826.64
TRAVEL - MEETINGS/EDUCATION	27.67	3,800.00	0	3,800.00
DEPARTMENTAL SUPPLIES	0	200.00	483.59	-283.59
SAFETY/PROTECTIVE EQUIP.	115.04	600.00	249.97	350.03
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	638,872.79	2,806,620.07
DEBT SERVICE	300,345.96	543,886.00	563,033.14	-19,147.14
TRANSFER TO OTHER FUNDS	66,717.50	81,250.00	0	81,250.00
<b>SEWER COLLECTION SYSTEM</b>	<b>964,142.36</b>	<b>5,085,903.00</b>	<b>1,580,451</b>	<b>2,909,302.18</b>

**INCOME/EXPENSE REPORT****APRIL 2025**

<b>Account Description</b>	<b>Prior Period</b>	<b>Budget</b>	<b>YTD</b>	<b>Balance</b>
WASTEWATER TREATMENT PLANT	0	0	0	0
SALARIES	235,589.88	329,172.00	254,630.24	74,541.76
SALARIES - OVERTIME	2,241.45	2,000.00	687.26	1,312.74
SALARIES - PART TIME	9,868.82	11,000.00	6,073.09	4,926.91
FICA	18,865.20	26,176.00	19,886.87	6,289.13
RETIREMENT	25,824.20	70,147.00	48,782.56	21,364.44
MEDICAL PLANS	33,852.19	46,000.00	41,720.79	4,279.21
GROUP LIFE INSURANCE	1,513.60	4,411.00	1,782.32	2,628.68
DISABILITY INSURANCE	1,250.57	1,600.00	1,341.13	258.87
UNEMPLOYMENT INSURANCE	54.29	80.00	38.20	41.80
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	110,623.44	175,000.00	65,314.83	78,823.59
CONTRACT/TESTING SERVICES	19,530.50	35,000.00	23,120.60	11,879.40
LEGAL EXPENSES	0	20,000.00	0	20,000.00
ENGINEERING	0	50,000.00	25,690.00	24,310.00
ELECTRICAL SERVICE	81,706.02	146,771.00	75,500.40	71,270.60
TELECOMMUNICATIONS	2,221.45	3,950.00	2,386.80	1,431.74
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	304.96	500.00	287.78	212.22
VEHICLE & EQUIP. MAINTENANCE	1,937.17	5,000.00	648.07	4,351.93
FUEL EXPENSE	9,222.51	15,000.00	8,196.06	6,803.94
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	8,028.71	11,000.00	5,792.62	4,952.38
DISPOSAL EXPENSE	51,387.68	60,000.00	52,243.57	7,756.43
TRAVEL - MEETINGS/EDUCATION	7,754.02	7,000.00	1,771.91	5,228.09
DEPARTMENTAL SUPPLIES	1,256.64	2,000.00	1,223.29	776.71
SAFETY/PROTECTIVE EQUIP.	782.27	2,000.00	265.83	1,734.17
CAPITAL OUTLAY	117,042.00	40,000.00	0	229.00
DEBT SERVICE	64,608.24	116,997.00	123,477.74	-6,480.74
WASTEWATER TREATMENT PLANT	851,245.81	1,236,684.00	804,380.96	361,284.00
<b>WATER &amp; SEWER FUND Expenditure Totals</b>	<b>4,498,922.29</b>	<b>14,755,055.00</b>	<b>5,095,851.97</b>	<b>8,990,761.01</b>

# INCOME/EXPENSE REPORT

APRIL 2025

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



**INCOME/EXPENSE REPORT****APRIL 2025**

<b>Account Description</b>	<b>Prior Period</b>	<b>Budget</b>	<b>YTD</b>	<b>Balance</b>
NICKS LANE AREA HOUSING REHAB GRANT	0	919,050.00	87,731.14	-831,318.86
<b>NICKS LANE Revenue Totals</b>	<b>0.00</b>	<b>919,050.00</b>	<b>87,731.14</b>	<b>-831,318.86</b>
NICKS LANE AREA HOUSING REHAB GRANT	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	104,854.65	276,395.35
INVESTOR OWNED REHAB	0	255,750.00	0	255,750.00
SUBSTANTIAL RECONSTRUCTION	3,250.00	190,250.00	2,527.99	187,722.01
<b>NICKS LANE Expenditure Totals</b>	<b>41,550.00</b>	<b>919,050.00</b>	<b>141,629.96</b>	<b>777,420.04</b>

## **Items for Approval**

South Hill Town Council Meeting

May 12, 2025

1. Town Manager Report
  - a. FY25-26 Budget Adoption and Appropriation
  - b. Schedule Public Hearing – Police Department Ordinance Updates
  - c. FY25 Additional Appropriations – General Fund Budget
  - d. Spring Cleanup Project
  - e. Town Hall Update
2. Director of Municipal Services Report
  - a. Circle Drive Waterline Replacement Project

# Agenda Item A

To: Mayor and Town Council

Date: May 12, 2025

Re: Fiscal Year 2025-2026 Budget Adoption and Appropriation

A Public Hearing was held on Monday, April 14, 2025 at 7:00 p.m. to hear comments regarding the Town's proposed budget and proposed rates and fees for FY 2025-2026.

The proposed General Fund budget is \$22,314,150, the proposed Water and Sewer Fund budget is \$18,291,800, the proposed Cemetery Fund budget is \$4,000 and the proposed Housing Rehabilitation Project budget is \$875,000.

**Recommended Motions (roll call votes):**

I move to adopt the proposed ordinance imposing and levying taxes within the Town upon real property, personal property, and machinery and tools for tax year beginning July 1, 2025.

I move to adopt and appropriate by ordinance the FY 2025-2026 budget as presented.

**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:

	<b>Approved</b>	<b>Proposed</b>
	<b><u>FY 2024-2025</u></b>	<b><u>FY 2025-2026</u></b>
<b><u>General Fund:</u></b>		
<b>Expenditures</b>		
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>
<b>Total Expenditures</b>	<b>\$ 16,305,762</b>	<b>\$ 22,314,150</b>
<b>Total Revenues</b>	<b>\$ 16,305,762</b>	<b>\$ 22,314,150</b>
<b><u>Water and Sewer Fund:</u></b>		
<b>Expenditures</b>		
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>
<b>Total Expenditures</b>	<b>\$ 13,618,226</b>	<b>\$ 18,291,800</b>
<b>Total Revenues</b>	<b>\$ 13,618,226</b>	<b>\$ 18,291,800</b>
<b><u>Cemetery Fund:</u></b>		
<b>Total Expenditures</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>
<b>Total Revenues</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>
<b><u>Housing Rehabilitation Project:</u></b>		
<b>Total Expenditures</b>	<b>\$ 919,050</b>	<b>\$ 875,000</b>
<b>Total Revenues</b>	<b>\$ 919,050</b>	<b>\$ 875,000</b>

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

	<b>Approved</b>	<b>Proposed</b>
	<b><u>FY 2024-2025</u></b>	<b><u>FY 2025-2026</u></b>
<b><u>Tax/License/Other Rates</u></b>		
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
<b><u>Water Rates – In-Town</u></b>		
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
<b><u>Water Rates – Out-of-Town</u></b>	2 x In-Town Rate	2 x In-Town Rate

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

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

**Town of South Hill**  
**Proposed Capital Improvement Plan**  
**FY2026 through FY2030**

	2025-26	Funding Source	2026-27	2027-28	2028-29	2029-30
<b>POLICE DEPARTMENT</b>						
Police Department Building - Renovation of Workforce Center <i>(carryover from prior year)</i>	650,000	<i>Fund Balance</i>				
Patrol Vehicle Replacement #207	67,000	<i>Current Revenues</i>				
Patrol Vehicle Replacement #214	67,000	<i>Current Revenues</i>				
Patrol Vehicle Replacement #220	67,000	<i>Current Revenues</i>				
Patrol Vehicle Replacement #221	67,000	<i>Current Revenues</i>				
Rapid Response Team Rifles	23,165	<i>Fund Balance</i>				
Patrol Vehicle Replacement			67,000			
Patrol Vehicle Replacement			67,000			
Patrol Vehicle Replacement			67,000			
Patrol Vehicle Replacement			67,000			
Mobile Dispatch Terminal (MDT) Replacement			68,000			
Taser Upgrade			104,645			
Patrol Vehicle Replacement				72,000		
Patrol Vehicle Replacement				72,000		
Patrol Vehicle Replacement				72,000		
Mobile Dispatch Terminal (MDT) Replacement				25,000		
Patrol Vehicle Replacement					75,000	
Patrol Vehicle Replacement					75,000	
Patrol Vehicle Replacement					75,000	
Mobile Dispatch Terminal (MDT) Replacement					25,000	
Body Worn Camera (BWD) Replacement					50,000	
Patrol Vehicle Replacement						80,000
Patrol Vehicle Replacement						80,000
Patrol Vehicle Replacement						80,000
Mobile Dispatch Terminal (MDT) Replacement						25,000
SUB-TOTAL	941,165		440,645	241,000	300,000	265,000
<b>FIRE DEPARTMENT</b>						
Replace Primary Structure Fire Apparatus (74) - 12 months to delivery	400,000	<i>Current Revenues</i>	1,336,000			
Remodel Main Entrance and Control Room, Upstairs Restrooms and Showers					650,000	
SUB-TOTAL	400,000		1,336,000		650,000	
<b>STREET MAINTENANCE</b>						
Drainage Improvements - Windsor Street and Franklin Street <i>(carryover from prior year)</i>	602,368	<i>Fund Balance</i>				
Drainage Improvements - Benton Street <i>(carryover from prior year)</i>	929,349	<i>Fund Balance</i>				
Salt Dome	240,000	<i>Fund Balance</i>				
Refurbish Stoplight and Battery Backup - Hammer Street and Atlantic Street	300,000	<i>Fund Balance</i>				
Drainage Improvements/Curbing - Marrow Street	1,600,000	<i>Fund Balance</i>				
Replace 315 Excavator			325,000			
Replace Truck #111			85,000			
Curbing - Holmes Street			1,600,000			
Overlay North and South Mecklenburg Avenue			2,500,000			
Public Works Equipment Building			1,500,000			
Replace IT14G Loader				185,000		
Curbing - Hite Street				1,600,000		
Replace Tandem Dump Truck #88				250,000		
Refurbish Stoplight and Battery Backup - Cycle Lane and Atlantic Street				300,000		
Hwy. 58 and E. Atlantic St./Country Lane Intersection Improvements				575,761		
Refurbish Stoplight - McCracken Street and Atlantic Street					200,000	
Refurbish Stoplight - Thomas Street and Atlantic Street					200,000	
Replace Truck #98					80,000	

**Town of South Hill  
Proposed Capital Improvement Plan  
FY2026 through FY2030**

	2025-26	Funding Source	2026-27	2027-28	2028-29	2029-30
<b>STREET MAINTENANCE, CON'T</b>						
Drainage Improvements - Second, Third, Robertson, & Brooke Avenues					200,000	
Drainage Improvements - East Atlantic Street						1,900,000
Replace Mini-Excavator						150,000
SUB-TOTAL	3,671,717		6,010,000	2,910,761	680,000	2,050,000
<b>FACILITIES MAINTENANCE</b>						
Town Hall Restoration & Façade Improvements	1,200,000	<i>Current Revenues</i>				
Town Shop - Renovate Office and Bathrooms			250,000			
Replace HVAC Unit at Library				40,000		
Town Shop - Update Heating System					100,000	
Town Shop - Install Sprinkler System						70,000
SUB-TOTAL	1,200,000		250,000	40,000	100,000	70,000
<b>PARKS AND GROUNDS</b>						
Whittles Mill Improvements	100,000	<i>Potential Grant/Fund Balance</i>				
Playground Fencing	32,000	<i>Fund Balance</i>				
Lighting for Parker Park - Basketball Courts	150,000	<i>Fund Balance</i>				
Lighting for Centennial Park - Playground and Dog Park			240,000			
Replace Umpire Trailer			200,000			
John Deere 4044R Compact Utility Tractor			60,000			
Pickball Court Expansion			300,000			
Disc Golf Park Site Development				200,000		
Enclosed Storage for Infield Mix				50,000		
Toro Groundsmaster 4500D Mower					75,000	
Build New Batting Cages						250,000
SUB-TOTAL	282,000		800,000	250,000	75,000	250,000
<b>COMMUNITY DEVELOPMENT</b>						
Gateway Signs - Reimagine South Hill 2032 <i>(carryover from prior year)</i>	250,000	<i>Potential Grant/Fund Balance</i>				
Development of Parking Lot behind Town Hall/Police Department <i>(carryover from prior year)</i>	250,000	<i>Potential Grant/Fund Balance</i>	1,110,000			
Farmers Market Improvements - Reimagine South Hill 2032			500,000			
Downtown Parking/Outdoor Seating - Reimagine South Hill 2032				600,000		
SUB-TOTAL	500,000		1,610,000	600,000		
GENERAL FUND TOTAL	6,994,882		10,446,645	4,041,761	1,805,000	2,635,000
<b>WATER DISTRIBUTION</b>						
Northside Water Infrastructure <i>(carryover from prior year)</i>	4,450,000	<i>Debt/Other Contributions (Microsoft)</i>				
Water Line Replacement - Circle Drive <i>(carryover from prior year)</i>	850,000	<i>Fund Balance</i>				
Water Line Replacement - High, Poplar, W High	175,000	<i>Fund Balance</i>				
Bulk Water Filling Station	225,000	<i>Fund Balance</i>				
Water Line Replacement - Pennington, Woodrow, Morgan, E High			300,000			
Water Line Replacement - Second, Third, Robertson, Brooke				900,000		
Water Line Replacement - Bedford, East Main, Dortch					500,000	
Water Line Replacement - Coleman, Baskerville						850,000
SUB-TOTAL	5,700,000		300,000	900,000	500,000	850,000



**Town of South Hill  
Proposed Capital Improvement Plan  
FY2026 through FY2030**

	2025-26	Funding Source	2026-27	2027-28	2028-29	2029-30
<b>SEWER COLLECTION</b>						
Sanitary Sewer Extension - Sycamore & Howerton <i>(carryover from prior year)</i>	756,773	<i>Debt/Grant</i>				
Install Gravity Sewer - Dockery Creek <i>(carryover from prior year)</i>	1,799,107	<i>Fund Balance</i>				
Backup Pump for LaCrosse Pump Station	100,000	<i>Other Contributions (Microsoft)</i>				
Upgrade Parker Park Pump Station & Force Main Installation	2,362,818	<i>Fund Balance</i>				
Hydro Excavation/Sewer Jetter Truck	730,000	<i>Fund Balance</i>				
Sewer Rehabilitation Based on RedZone Report	500,000	<i>Fund Balance</i>				
New Utility Truck	70,000	<i>Fund Balance</i>				
New Sewer Construction - Future Project Development	250,000	<i>Fund Balance</i>				
New Sewer Construction - Highway 58W - Park View Sites/New Industrial Park	1,197,205	<i>Fund Balance/Other Contributions</i>	7,695,097	3,507,267		
Sewer Rehabilitation Based on RedZone Report			500,000			
Upgrade Meadowbrook Pump Station			1,600,000			
Backup Generator- Usemco 1			150,000			
Betty Lane Pump Station Electrical Upgrade				300,000		
Betty Lane Pump Station Backup Generator				150,000		
Sewer Replacement - Second, Third, Robertson, Brooke				1,500,000		
Sewer Rehabilitation Based on RedZone Report				750,000		
New Sewer Construction - Plank Road to Snowbird				6,288,402	1,572,101	
Sewer Rehabilitation Based on RedZone Report					750,000	
New Sewer Construction - Tiny Road, Radio Road to Parker Park Pump Station						3,750,000
Sewer Rehabilitation Based on RedZone Report						750,000
SUB-TOTAL	7,765,903		9,945,097	12,495,669	2,322,101	4,500,000
<b>WASTEWATER TREATMENT PLANT</b>						
Auma Actuator and Diverter	22,000	<i>Current Revenues</i>				
Mechanical Screen Compactor	95,000	<i>Fund Balance</i>				
Smith and Loveless Pump Station	90,000	<i>Fund Balance</i>				
Replace Sludge Press			1,000,000			
Replace UV System					750,000	
SUB-TOTAL	207,000		1,000,000		750,000	
WATER AND SEWER FUND TOTAL	\$13,672,903		\$11,245,097	\$13,395,669	\$3,572,101	\$5,350,000
<b>TOTAL CAPITAL IMPROVEMENT PLAN</b>	<b>\$20,667,785</b>		<b>\$21,691,742</b>	<b>\$17,437,430</b>	<b>\$5,377,101</b>	<b>\$7,985,000</b>

**AN ORDINANCE**

An Ordinance To Adopt The FY 2025-2026  
Budget For The Town of South Hill, Virginia And To  
Appropriate Funds For The Same

**WHEREAS**, it is necessary for the Council of the Town of South Hill, Virginia to adopt the Town's operating budget for Fiscal Year 2025-2026 and to establish the various tax levies pertaining to the same and after duly providing notice and holding a public hearing same;

**BE IT ORDAINED** by the Council of the Town of South Hill, Virginia as follows:

Section 1. That the Town Council hereby approves and adopts the document entitled "*Town of South Hill Proposed Budget, Rates and Fees Fiscal Year 25-26.*"

Section 2. In order to provide the requisite funds for said budget, the sum of \$41,484,950 is hereby appropriated to the following fund accounts for the fiscal year beginning July 1, 2025 and ending June 30, 2026:

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

Section 3. Additionally, the FY 2026 Capital Improvement Plan is hereby adopted to support projected expenditures for capital projects previously authorized by the Town Council within the General and Water and Sewer Funds.

Section 4. The Town Manager is hereby authorized and directed to do all things necessary to implement said budget to include executing all purchase orders of any amounts and making all payments and disbursements consistent with the purpose and intent of this budget.

Section 5. The Town Manager is hereby authorized to make the appropriate transfers among the various budgetary accounts within each fund.

Section 6. This ordinance shall become effective July 1, 2025.

Adopted at a regular meeting of Council this 12<sup>th</sup> day of May, 2025, the roll call vote being as follows:

	VOTING AYE	VOTING NAY	ABSENT
Randy Crocker	_____	_____	_____
Lillie Feggins-Boone	_____	_____	_____
Jenifer Freeman-Hite	_____	_____	_____

Ashley C. Hardee	_____	_____	_____
Gavin Honeycutt	_____	_____	_____
Delores Luster	_____	_____	_____
Carl L. Sasser, Jr.	_____	_____	_____
Michael Smith	_____	_____	_____

The undersigned hereby certifies that the forgoing is an accurate account of the vote taken at a duly convened meeting of the Town Council for the Town of South Hill, Virginia, on the 12<sup>th</sup> day of May, 2025, at which a quorum was present at the time the meeting was convened and at the time said vote was taken.

By: \_\_\_\_\_  
W. M. Moody, Mayor

ATTEST:

\_\_\_\_\_  
Leanne Patrick, Clerk of Council

**AN ORDINANCE**

An Ordinance Imposing And Levying Taxes  
Within The Town of South Hill, Virginia Upon  
Real Property, Personal Property, And  
Machinery And Tools For Tax Year Beginning  
July 1, 2025 And Ending June 30, 2026

**WHEREAS**, it is necessary for the Council of the Town of South Hill, Virginia to adopt the Town's operating budget for Fiscal Year 2025-2026 and to establish the various tax levies pertaining to the same and after duly providing notice and holding a public hearing same;

**NOW THEREFORE BE IT ORDAINED** by the Council of the Town of South Hill as follows:

Section 1. That for the support and operations of the Town government, the Council of the Town of South Hill, Virginia hereby levies the following tax rates on all real property, all tangible personal property, and all machinery and tools, all as defined in Town Code for the fiscal and tax year beginning July 1, 2025 and ending June 30, 2026 as follows:

A. Real Estate

Upon all real estate and improvements thereon, not exempt from local taxation, there shall be a tax levy of No Dollars and Thirty-One Cents (\$0.31) for every One Hundred Dollars (\$100.00) of assessed value, which shall be based upon 100% of the fair market value thereof.

B. Public Service Corporation

Upon all property of public service corporations not exempt from local taxation, there shall be a levy of No Dollars and Thirty-One Cents (\$0.31) for every One Hundred Dollars (\$100.00) of assessed value.

C. Tangible Personal Property

Upon all tangible personal property of every kind and description not exempt from local taxation, there shall be a tax levy of One Dollar and Fifty Cents (\$1.50) for every One Hundred Dollars (\$100.00) of assessed value.

D. Tangible Personal Property – Fire and Rescue Volunteer Members

The classification of volunteer emergency medical services and volunteer fire departments vehicles, as set forth by §58.1-3506(A)(15) of the Code of Virginia, is hereby established as a separate classification of personal property. Upon one motor

vehicle titled in the name of the volunteer or leased in the name of the volunteer and the terms of the lease obligate the lessor to pay personal property tax and upon satisfaction of the requirements set forth in §58.1-3506(A)(15) of the Code of Virginia, there shall be a tax levy of Ten Cents (\$0.10) for every One Hundred Dollars (\$100.00) of assessed value.

E. Machinery and Tools

Upon all machinery and tools used or employed by any person, firm or corporation in any trade or business, not exempt from local taxation, there shall be a tax levy of No Dollars and Thirty-Eight Cents (\$0.38) for every One Hundred Dollars (\$100.00) of assessed value.

Section 2. This ordinance shall become effective July 1, 2025.

Adopted at a regular meeting of Council this 12<sup>th</sup> day of May, 2025, the roll call vote being as follows:

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

The undersigned hereby certifies that the forgoing is an accurate account of the vote taken at a duly convened meeting of the Town Council for the Town of South Hill, Virginia, on the 12<sup>th</sup> day of May, 2025, at which a quorum was present at the time the meeting was convened and at the time said vote was taken.

By: \_\_\_\_\_  
W. M. Moody, Mayor

ATTEST:

\_\_\_\_\_  
Leanne Patrick, Clerk of Council

# Agenda Item B

To: Mayor and Town Council  
From: Town Manager  
Date: May 12, 2025  
Re: Schedule Public Hearing – Police Department Ordinance Updates

Chief Geist is requesting several updates to the South Hill Town Code, which include the following:

- Revisions to Section 82.2, concerning restrictions on the keeping of inoperable motor vehicles on residential or commercial property, and the removal of such vehicles.
- Updates to Section 50-809, outlining penalties for violations related to Article XII - Parking.
- The addition of an ordinance addressing the use of parks and other public recreational areas.

Staff is requesting that the Town Council schedule a Public Hearing to gather public comments on these proposed ordinance updates at their next regularly scheduled meeting. Draft changes are included in the agenda packets for review, and citizens may request copies during regular business hours at Town Hall.

## **Recommended Motion**

I move to schedule a Public Hearing for Town Council's June 2025 regularly scheduled meeting to hear comments on updates to the Town Code.



# South Hill Police Department

103 S. Brunswick Avenue  
South Hill, Virginia 23970



Greg Geist, Chief of Police

April 14, 2025

## Current Town Code

Sec. 82-2. - Restrictions on keeping of inoperative motor vehicles on residential or commercial property; removal of such vehicles.

(a) As used in this section, an "inoperative motor vehicle" shall mean any motor vehicle which is not in operating condition; or which for a period of 60 days or longer has been partially or totally disassembled by the removal of tires and wheels, the engine, or other essential parts required for operation of the vehicle or on which there is displayed neither valid license plates nor a valid inspection decal.

(b) It shall be unlawful for any person to keep, except within a fully enclosed building or structure which shields or screens completely from view, on any property zoned for residential or commercial or agricultural purposes any motor vehicle, trailer or semitrailer, as such are defined in Code of Virginia, § 46.2-100, which is inoperative.

(c) The provisions of this section shall not apply to a licensed business which on June 26, 1970, was regularly engaged in business as an automobile dealer, salvage dealer or scrap processor. The owners of property zoned for residential or commercial or agricultural purposes shall remove therefrom any such inoperative motor vehicles, trailers or semitrailers that are not kept within a fully enclosed building or structure which shields or screens any inoperative vehicle completely from view. The town may remove any such inoperative motor vehicles, trailers or semitrailers, whenever the owner of the premises, after reasonable notice, has failed to do so. If the town agents or employees remove any such motor vehicles, trailers or semitrailers, after having given such reasonable notice, the town may dispose of such motor vehicles, trailers or semitrailers after giving additional notice to the owner of the vehicle. The cost of any such removal and disposal shall be chargeable to the owner of the vehicle or premises and may be collected by the town as taxes and levies are collected. Every cost authorized by this section with which the owner of the premises has been assessed shall constitute a lien against the property from which the vehicle was removed, the lien to continue until actual payment of such costs has been made to the town.

(Mo. of 10-8-90; Ord. No. 2018-8, 9-10-18)



434-447-3104

Service



Honor



434-955-2101

Pride

Dedication



# South Hill Police Department

103 S. Brunswick Avenue  
South Hill, Virginia 23970



Greg Geist, Chief of Police

April 14, 2025

## Proposed Town Code

### **Sec. 82-2. - Restrictions on keeping of inoperable motor vehicles on residential or commercial property; removal of such vehicles.**

(A) It shall be unlawful for any person, firm or corporation to keep, except within a fully enclosed building or structure on any property zoned for residential or commercial or agricultural purposes, any motor vehicle, trailer or semitrailer, as such are defined in Code of Virginia, § 46.2-100, which is inoperable. As used in this section, an inoperable motor vehicle shall mean (i) any motor vehicle, which is not in operating condition; (ii) any motor vehicle which for a period of 60 days or longer has been partially or totally disassembled by the removal of tires and wheels, the engine, or other essential parts required for operation of the vehicle or (iii) any motor vehicle on which there are displayed neither valid license plates nor a valid inspection.

(B) Any person violating the provisions of this section shall be deemed guilty of a class 4 misdemeanor.[15.2-904 allows us to assess civil penalties and then provide for class 3 if there are 3 civil penalties within 24 months instead]

(C) The owners of property zoned for residential, or commercial or agricultural purposes shall, within 30 days after receiving written notice from the town, remove therefrom any such inoperable motor vehicles, trailers or semitrailers that are not kept within a fully enclosed building or structure. Upon failure of the owner of such property to do so after such notice, the town, through its own agents or employees, may remove any such inoperable motor vehicles, trailers or semitrailers. If the town removes any such motor vehicles, trailers or semitrailers, the town may dispose of such motor vehicles, trailers or semitrailers after giving 30 days' notice to the owner of the vehicle. The cost of any such removal and disposal shall be chargeable to the owner of the vehicle who shall be primarily responsible for such cost. If the town cannot collect from the owner of the vehicle, the owner of the premises shall be responsible for the cost. Such costs may be collected by the town as taxes and levies are collected. Every cost authorized by this section with which the owner of the premises has been assessed shall constitute a lien against the property from which the vehicle was removed, the lien to continue until actual payment of such costs has been made to the town.

(D) Nothing in this section shall affect other ordinance provisions of the town, including the zoning ordinance, concerning motor vehicles, trailers or semitrailers; and the provisions of this section shall not apply to a licensed business which on June 26, 1970, is regularly engaged in business as an automobile dealer, salvage dealer or scrap processor.



434-447-3104

Service



Honor



434-955-2101

Pride

Dedication





# South Hill Police Department

103 S. Brunswick Avenue  
South Hill, Virginia 23970



Greg Geist, Chief of Police

March 31, 2025

<u>County/City/Town</u>	<u>Violation Fees-Basic</u>	<u>Violation Fees-Fire Lane/Hydrant</u>	<u>Violation Fees-Handicapped</u>
South Hill – Pop. 4,881	\$5	\$50	\$50
Farmville – Pop. 7,478	\$25	\$75	\$150
Norton – Pop. 3,492	\$10	\$20	\$100
Rocky Mount – Pop. 4,968	\$15	\$40	\$75
Big Stone – Pop. 5,114	\$15	\$15	\$100

- Code of Virginia §46.2-1242 - Parking a vehicle in a space reserved for persons with disabilities or in a striped access aisle in violation of this section shall be punishable by a fine of not less than \$100 nor more than \$500.
- The above listed localities are similar in the Town of South Hill's population.
- My suggestion is to increase parking violations to the following:
  - Basic - \$15
  - Fire Lane/Hydrant - \$75
  - Handicap - \$150



# South Hill Police Department

103 S. Brunswick Avenue  
South Hill, Virginia 23970



Greg Geist, Chief of Police

## Town of South Hill Parks & Other Public Facilities

### Park use prohibited between certain hours; exceptions.

If any person shall commit the following within any of the town parks or any other public recreation area unless otherwise posted he shall be guilty of a class 1 misdemeanor.

It shall be unlawful for any person to be in a town park or other public recreation area at any time between dusk and dawn; provided, however, nothing in this section shall be construed as applying to persons walking along, but not loitering, on the concrete walkway along or near the boundaries of the parks; and provided further, this section shall not apply with respect to functions or ceremonies held in any park or other public recreation area which have been duly authorized by proper authority of the town.

### Prohibited activities in public parks and other public facilities.

If any person shall commit any of the following activities within any of the town parks or any other public recreation area unless such area has posted signs permitting such activities he shall be guilty of a class 4 misdemeanor.

- a) No one shall use, operate or permit to be played, used or operated any radio, musical instrument, loud speaker, sound amplifier, or any other machine or device for the producing or the recording of sound in such a manner as to be audible at a distance of 25 feet from the location of such device or to be audible beyond the boundaries of the park or other public facility, whichever distance is less, unless such person has obtained prior written permission from the town manager, or their designee(s).
- b) No one shall operate any motorized vehicle of any nature whatsoever, including a moped, motorcycle, or an all-terrain vehicle in any portion of a town park or other public facility other than the designated parking lot or parking area unless such person has been authorized to operate a motorized vehicle in other areas of a town park or other public facility by the town manager, or their designee(s).
- c) No one shall leave a motor vehicle or other vehicle standing or parked in any established parking area or elsewhere in the town parks and recreation areas between the hours of 10:00 p.m. to 5:00 a.m., and/or during other posted periods which the town parks are closed.
- d) No person shall commit any other activity in a town park or other public recreation area which activity has been expressly prohibited by a sign or signs posted by the town, to include:
  1. Possess or consume any alcoholic beverage, except as permitted in writing by the town manager.



434-447-3104

Service



Honor



434-955-2101

Pride

Dedication

2. Go on or remain upon the property outside of posted hours, or between 10:00 p.m. and 5:00 a.m. if no hours have been posted.
3. Trespass on any portion of the property posted with appropriate signs.
4. Use or park a motor vehicle other than in designated areas, except as permitted in writing by the town manager.
5. Possess any glass container in an area posted with appropriate signs.
6. Set or maintain a fire, except in cooking grills.
7. Camp or use the property for living accommodations.
8. Throw or deposit litter on the property except in designated receptacles.
9. Deface any building, table, bench, pavement, sign, or other public property.

### **Public order.**

Nothing in this section shall prevent the chief of police or his authorized agents from issuing or serving a trespass notice to a person(s) habitually and continually violating any of the prohibited acts listed in section [1 or 2] of this chapter. The town police shall have the authority to arrest a person(s) in violation of said notice.

# Agenda Item C

To: Mayor and Town Council  
From: Town Manager  
Date: May 12, 2025  
Re: FY25 Additional Appropriation

Staff is requesting Council appropriate \$300,000 in additional real estate and personal property tax revenue collected from Microsoft during the current fiscal year. These funds are above what was originally anticipated in the adopted budget. The additional revenue is needed to cover the Town's reimbursement obligation to the Industrial Development Authority (IDA), as outlined in our existing economic incentive agreement.

Staff recommends appropriating the additional \$300,000 in revenue to the appropriate expenditure line item in the FY25 General Fund budget.

## **Recommended Motion**

I move to appropriate \$300,000 in additional real estate and personal property revenue to the FY25 General Fund budget.

# Agenda Item D

To: Mayor and Town Council  
From: Town Manager  
Date: May 12, 2024  
Re: Spring Cleanup Project

Weather permitting, staff is proposing that Council designate the week of May 12-16, 2025 as Spring Clean Up Week. This is an effort to encourage residents to remove visible bulky waste, litter, and debris from their property.

On Monday through Thursday of that week, our Public Works team will collect individual bulky waste items that residents place curbside and that can be lifted by Town personnel without the use of equipment. These items include furniture, appliances, mattresses and similar items. Town staff will also collect trash that has been placed curbside in fully tied, fully intact, heavy duty garbage bags.

These items must be placed curbside in a location that will not interfere with the regular trash and recycling collection by Green For Life (GFL). Items may be placed curbside until noon on Thursday, May 15<sup>th</sup> and Town staff will collect curbside items through noon on Friday. The effort has been communicated via utility bill inserts, social media, and other appropriate channels.

## **Recommended Motion**

I move to designate May 12-16, 2025 as South Hill Spring Clean Up Week.

# SPRING CLEAN UP WEEK MAY 12-16, 2025

**Help keep South Hill beautiful!  
The Public Works team will collect bulky items starting  
Monday, May 12, 2025.**



**DO put appliances, furniture, mattresses, and securely tied heavy duty trash bags beside the curb.**



**DO have the items for pickup at the curb between Monday, May 12 and Thursday, May 15 to ensure collection by the Town.**



**DO NOT put out hazardous materials, tires, batteries, used oil, unused paint, or pesticides.**



**DO NOT put items for collection in the road.**



**Items out for collection after Thursday, May 15 are not guaranteed to be removed prior to the weekend.**

**Reminder: The third Wednesday of every month is Bulky Collection. Please call the South Hill Town Hall at 434-447-3191 to arrange pickup.**

# Agenda Item A

To: Mayor and Town Council  
From: Director of Municipal Services  
Date: May 12, 2025  
Re: Circle Drive Waterline Replacement Project

On May 5, 2025, the Town received sealed bids for the Circle Drive Waterline Replacement Project. Smiley's Construction, LLC submitted the low bid for providing the labor and materials for the Circle Drive Waterline Replacement project per advertised Invitation for Bid. Bids are quantity priced to cover labor and materials, and installation of the new waterline mains and water service lines.

The Bids received were as follows:

The Total Base Bid by Smiley's Construction, LLC was \$ 774,777.18  
The Total Base Bid by H G Reynolds Co, Inc. was \$849,651.00

<b>Recommended Motion:</b>
I move to award the Circle Drive Waterline Replacement Project to Smiley's Construction, LLC as submitted by sealed bids on May 5, 2025, in the amount of \$774,777.18, and to authorize the Town Manager or her designee to sign all of the necessary paperwork to complete this project.



May 6, 2025

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

RE: Circle Drive Waterline Replacement  
Town of South Hill, Virginia

Dear C.J.:

Bids on the above referenced project have been received and tabulated by this office and a copy is attached. Our evaluation shows the low bidder to be Smiley's Construction, Inc., 7881 Highway One South Hill, Virginia.

Based on our evaluations concerning Smiley's Construction's ability to perform the work, we see no valid reason why the award should not be made. We, therefore, recommend that award be made to Smiley's Construction based on the Total Base Bid of \$774,777.18. We will be happy to discuss this award with you in detail if you so desire.

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

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

Respectfully,

B & B CONSULTANTS, INC.

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

FRJjr/lm

Enclosures



## **Reports to Accept as Presented**

South Hill Town Council Meeting

May 12, 2025

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

## South Hill Facilities Reservation Record 2025

DATE	GROUP	PURPOSE	ATTENDANCE	TIME	VENUE
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
5/10/2025	LORETTA SMITH	GENDER REVEAL	20	2PM-5PM	CENTENNIAL PAVILION
5/11/2025	GLEN CHAVIS	MOTHER'S DAY PARTY	30-40	ALL DAY	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
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
7/23/2025	FUNERAL HOME ASSOCIATION	MEETING			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
8/9/2025	KAREN SULTON	FAMILY REUNION	120	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	PAMELA REESE	REUNION	20-40	10AM-4PM	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	HOLIDAZY BA ZAAR	???	ALL DAY	SOUTH HILL EXCHANGE
11/14/2025	R.T. ARNOLD LIBRARY	HOLIDAY BA ZAAR	???	ALL DAY	SOUTH HILL EXCHANGE
11/15/2025	R.T. ARNOLD LIBRARY	HOLIDAY BA ZAAR	???	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 2025

<u>DATE</u>	<u>GROUP</u>	<u>PURPOSE</u>	<u>TIME</u>	<u>VENUE</u>
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
12/5/2025	SOUTH HILL CHAMBER OF COMMERCE	HOMETOWN CHRISTMAS		MARKET SQUARE/PARKING LOT
12/6/2025	SOUTH HILL CHAMBER OF COMMERCE	HOMETOWN CHRISTMAS		MARKET SQUARE/PARKING LOT
12/7/2025	SOUTH HILL CHAMBER OF COMMERCE	HOMETOWN CHRISTMAS		MARKET SQUARE/PARKING LOT



# South Hill Police Department

103 S. Brunswick Avenue  
South Hill, Virginia 23970

Greg Geist, Chief of Police



## Police Report April 2025

Activity:	Apr 25	Apr 24	Mar 25
• Traffic Stops	155	212	227
• Traffic Summons Issued	77	174	143
• DUI Arrests	5	3	3
• Reportable/Non-Reportable Vehicle Crashes	31	32	41
Criminal Reports:			
○ Larcenies Reported	11	9	7
○ Larcenies Cleared	6	6	5
○ Assaults Reported	5	10	4
○ Assaults Cleared	4	10	4
○ Break Ins Reported	2	4	0
○ Break Ins Cleared	0	0	0
○ Murders	0	0	0
○ Murders Cleared	0	0	0
○ Rapes Reported	0	0	0
○ Rapes Cleared	0	0	0

○ Robberies (Attempts) Reported	0	0	0
○ Robberies Cleared	0	0	0
○ Arsons Reported	0	0	0
○ Arsons Cleared	0	0	0
○ Other Reportable Offenses	25	33	23
○ All Other Reportable Offenses Cleared	19	21	16

<b>Calls for Service:</b>	<b>Apr 25</b>	<b>Apr 24</b>	<b>Mar 25</b>
• Alarms	33	31	19
• Animal Complaints	13	15	14
• Disturbance Calls	35	37	31
• Police Escorts Business/Funeral	11	22	13
• 911 Hang Up Calls/Open Lines	30	26	19
• Vehicle Unlockings	32	1	31
• Vandalisms	0	5	3
• All Other Calls for Service	722	1010	643
• Total Calls for Service	876	1147	773
• Property Reported Stolen	\$5450	\$9883	\$1587
• Property Recovered	\$3899	\$1357	\$480

<b>Miscellaneous:</b>			
• Court	20	18.5	45
• Training Hours	103	206	384
• Warrants Issued/Served	53	58	72
• Inoperative Vehicles Tagged	2	0	0
• Inoperative vehicles Tagged YTD	28	3	26

#### Administrative News

The following completed trainings in April 2025:

- Sgt. Tyler Spillane & Cpl. Cameron Waters – Intoxilyzer Recertification – 4 hours each – Blackstone
- Officer Dennis Harris – Security & Privacy General – online
- Officer Heather McCall – ARIDE – 8 hours – Chantilly

- **Cpl. Aaron Petrie – CIT – 40 hours – Clarksville**
- **Detective Amanda Parker – Basic Crime Scene Investigations – 40 hours – Richmond**
- **Officer Dante Taylor completed Field Training for Law Enforcement Officers**



**South Hill Volunteer Fire Department**  
114 N. Brunswick Ave, South Hill, Virginia 23970  
(434) 447-8227



★ Service ★ Honor ★ Valor ★ Fortitude ★ Dedication ★

**Third Quarter 24-25 Fire Report**

<b>Activity</b>	<b>October-December</b>	<b>YTD</b>
• Total Alarms	225	696
• In Town	111	340
• County District	107	349
• Out of County	7	15
• Mutual Aid Given	29	87
• Automatic Aid Received	41	141
• Calls Responded to on I -85	71	156
• Current Volunteer Roster	44	45
• Average Member Per Call Response	14	15
• Calls Involving Fire (Structures, Vehicles, Brush, etc.)	28	95
• Assisting EMS	6	13
• MVC's	82	316
• Haz-Mat	9	25
• Rescue Unlocking	1	6
• Severe Weather	7	63
• Other (good intent, wrong location, smoke scares etc.)	63	137
• False Alarms	29	81

**Training**

<b>Category</b>	<b>Hours</b>	<b>Personnel</b>	<b>Volunteer Hours</b>
• Vehicle Rescue Technician	24	18	432
• Winching Operations	4	12	48
• CPR	32	8	256
• Advanced Aerial Operations	20	19	380

**Fundraising**

- Fish Supper March 1<sup>st</sup>.
- Hop N Shop April 4<sup>th</sup>.
- Letter Drive Fundraiser April 2025.
- Spring Gobbler Raffle 2025.

## Administrative News

- Annual Mask Fit Testing has been completed for all members. Annual Physicals scheduled for May and June.
- A Special Thanks to you for allowing South Hill to host an Advanced Aerial Class in and around the area. This was a great opportunity and we have received several compliments about the Town, Station and equipment.
- **Engine 73:** Was sold and is being replaced with an expected Delivery of 38 months.
- **Engine 71: (Town Purchased Engine)** Update Delivery moved up to September of 2026. (Approximate Cost \$1,336,000)
- **Engine 72:** Has two major oil leaks and issues with the DFP system and is at Cummins for repairs.
- **Station 7:** We have several small roof leaks that are being addressed. The Main AC unit upstairs shut off. The unit has been repaired and back in operation.
- **Nutrien Fire Cost:** We are still working with Nutrien to recover some of the associated cost.
- **Grants:** We have received two additional grants to replace (5) five sets of PPE and purchase two new 4 Gas Monitors for our apparatus.
- **Large Scale Incidents: A Year of Challenges and Triumphs**

This year, our volunteers have truly been tested, and they have excelled each time. We have responded to three confined space entry calls, two large Haz-Mat incidents, and the Nutrien Fire in downtown South Hill. Our Technical Rescue Calls for Service have increased tremendously over the last two years, a testament to our dedication and the purchase of Rescue 7. Our commitment to excellence and providing you with the best possible services will never change. We are truly blessed by your continuous support. As you can see, your South Hill Volunteers are remarkably busy. We have accomplished so many wonderful things this year because of YOU. Our call volumes are steadily increasing, and continued training, fundraising, and community events continue to strain our volunteers. We want you to know that we will continue to strive for excellence and push to stay successful with you by our side. We know that changes will need to be made very soon to sustain our agency and protect our town. We are willing to work together with you to provide the highest levels of service. Our volunteers continue to say thanks and want to show our gratitude for the support you give this agency daily. We cannot do it without you.

Thank You!



## South Hill Volunteer Fire Department Annual Budget

2024-2025 Actual		Q1-Q4					TOTALS	Remaining	
Account Number	EXPENSES	July	Q1	Q2	Q3	Q4			
	<b>Department</b>	<b>\$ 1,209,272.00</b>					<b>\$ 108,270.04</b>	9%	
10-1-0122-1000	Salaries & Wages FT (3)	\$ 184,804.00	\$ (62,000.00)	\$ (46,201.00)	\$ (36,301.00)		\$ 40,302.00	22%	Nutrien Fire
10-1-0122-1004	Salaries & Wages PT (2)	\$ 98,000.00	\$ (33,000.00)	\$ (26,400.00)	\$ (34,600.00)		\$ 4,000.00	4%	Nutrien Fire
10-1-0122-1002	Salaries Overtime	\$ 1,000.00	\$ (127.62)	\$ (304.20)	\$ (400.00)		\$ 168.18	17%	
10-1-0122-2001	Federal & FICA	\$ 25,554.00	\$ (8,600.00)	\$ (6,388.00)	\$ (5,960.40)		\$ 4,605.60	18%	
10-1-0122-2003	Retirement	\$ 39,644.00	\$ (13,000.00)	\$ (6,500.00)	\$ (7,500.00)		\$ 12,644.00	32%	
10-1-0122-2005	Medical Plans	\$ 31,760.00	\$ (7,006.88)	\$ (7,386.32)	\$ (5,341.62)		\$ 12,025.18	38%	
10-1-0122-2006	Group Life Insurance	\$ 3,500.00	\$ (3,100.00)				\$ 400.00	11%	
10-1-0122-2007	Disability Insurance	\$ 2,000.00	\$ (1,480.00)				\$ 520.00	26%	
10-1-0122-2009	Unemployment Insurance	\$ 1,010.00	\$ (1,000.00)				\$ 10.00	1%	
10-1-0122-2010	Workers Compensation	\$ 21,000.00	\$ (14,864.00)	\$ (816.00)	\$ (2,186.80)		\$ 3,133.20	15%	
10-1-0122-2011	Cell Phone Allowance	\$ 1,000.00	\$ (240.00)	\$ (240.00)	\$ (240.00)		\$ 280.00	28%	
10-1-0122-2012	Uniforms	\$ 8,000.00	\$ (3,657.89)	\$ (3,442.14)	\$ (490.71)		\$ 409.26	5%	
10-1-0122-3004	Repairs/Maintenance Station	\$ 35,000.00	\$ (5,022.32)	\$ (12,650.10)	\$ (8,770.43)		\$ 8,557.15	24%	
10-1-0122-7005	Vending Expense	\$ 2,000.00	\$ (625.85)	\$ (712.82)	\$ (317.40)		\$ 343.93	17%	
10-1-0122-7000	Volunteer Supplies	\$ 2,500.00	\$ (477.59)	\$ (364.78)	\$ (740.17)		\$ 917.46	37%	
10-1-0122-2014	Gym Repairs/Maintenance	\$ 2,500.00	\$ (112.52)	\$ (304.11)	\$ (511.23)		\$ 1,572.14	63%	
10-1-0122-3006	Office Equipment/Maintenance	\$ 12,000.00	\$ (3,802.02)	\$ (2,574.73)	\$ (4,020.74)		\$ 1,602.51	13%	
10-1-0122-7047	Personal Protective Equipment	\$ 45,000.00	\$ (14,952.68)	\$ (16,164.72)	\$ (3,886.94)		\$ 9,995.66	22%	Nutrien Fire
10-1-0122-5505	PPE Testing	\$ 6,500.00	\$ (8,887.88)	\$ (225.31)	\$ (36.00)		-\$ 2,649.19	-41%	Nutrien Fire
10-1-0122-5506	Medical Supplies	\$ 2,500.00	\$ (440.72)	\$ (314.78)	\$ (914.27)		\$ 830.23	33%	
10-1-0122-4010	Professional Services	\$ 12,000.00	\$ (2,750.40)	\$ (2,250.00)	\$ (4,350.20)		\$ 2,649.40	22%	
10-1-0122-3012	Legal	\$ 1,500.00	\$ (320.00)	\$ (311.74)	\$ (304.75)		\$ 563.51	38%	
10-1-0122-2014	Bank Fees	\$ 1,200.00	\$ (165.50)	\$ (285.40)	\$ (360.72)		\$ 388.38	32%	
10-1-0122-5100	Electrical Service	\$ 22,000.00	\$ (4,101.03)	\$ (8,139.84)	\$ (7,158.45)		\$ 2,600.68	12%	
10-1-0122-5102	Heating/Natural Gas	\$ 3,800.00	\$ (495.11)	\$ (509.64)	\$ (1,585.40)		\$ 1,209.85	32%	
10-1-0122-5203	Telecommunications	\$ 3,800.00	\$ (825.54)	\$ (1,269.68)	\$ (939.64)		\$ 765.14	20%	
10-1-0122-5309	Property Insurance	\$ 49,000.00	\$ (45,226.00)	\$ (123.40)			\$ 3,650.60	7%	
10-1-0122-5310	Accident & Sickness	\$ 10,000.00	\$ (7,124.00)				\$ 2,876.00	29%	
10-1-0122-5405	Cleaning/Janitorial Supplies	\$ 4,000.00	\$ (1,156.25)	\$ (1,014.03)	\$ (1,411.90)		\$ 417.82	10%	
10-1-0122-5408	Vehicle & Equipment Maintenance	\$ 100,000.00	\$ (38,322.12)	\$ (55,478.82)	\$ (26,311.71)		-\$ 20,112.65	-20%	Nutrien Fire
10-1-0122-7007	Shop Tools/Equipment	\$ 3,500.00	\$ (2,780.30)	\$ (576.14)	\$ (11.57)		\$ 131.99	4%	
10-1-0122-7010	Haz-Mat Supplies	\$ 5,000.00	\$ (11,982.33)	\$ (425.00)	\$ (1,557.28)		-\$ 8,964.61	-179%	Nutrien Fire
10-1-0122-5411	Fuel Expense	\$ 30,000.00	\$ (4,989.11)	\$ (5,070.15)	\$ (10,874.63)		\$ 9,066.11	30%	Nutrien Fire
10-1-0122-5504	Travel/Meetings & Education	\$ 5,000.00	\$ (2,975.57)	\$ (1,225.28)	\$ (340.00)		\$ 459.15	9%	
10-1-0122-5807	J.E. Crowder Scholarship	\$ 1,500.00	\$ (100.00)				\$ 1,400.00	93%	
10-1-0122-5604	Contribution Fire Calls	\$ 140,000.00	\$ (62,910.00)	\$ (71,595.00)			\$ 5,495.00	4%	
10-1-0122-5803	Annual Physicals/Testing	\$ 8,500.00	\$ (430.22)	\$ (250.00)			\$ 7,819.78	92%	
10-1-0122-5804	Departmental Supplies/Mailing	\$ 2,000.00	\$ (183.71)	\$ (553.84)	\$ (442.41)		\$ 820.04	41%	
10-1-0122-5201	Office Supplies	\$ 2,500.00	\$ (525.82)	\$ (317.64)	\$ (784.60)		\$ 871.94	35%	
10-1-0122-5805	Safety	\$ 2,500.00	\$ (438.07)	\$ (1,071.91)	\$ (967.26)		\$ 22.76	1%	
10-1-0122-6504	Training	\$ 6,000.00	\$ (2,100.00)	\$ (643.22)	\$ (2,189.74)		\$ 1,067.04	18%	
10-1-0122-1010	Prevention/Public Education	\$ 8,000.00	\$ (4,198.00)	\$ (940.14)			\$ 2,861.86	36%	
10-1-0122-5808	Communications Equipment	\$ 10,000.00	\$ (699.78)	\$ (3,774.75)	\$ (2,982.70)		\$ 2,542.77	25%	
10-1-0122-7008	Apparatus Payments	\$ 180,000.00	\$ (180,000.00)				\$ -	0%	
10-1-0122-7009	Capital Outlay	\$ 50,000.00	\$ (40,628.24)	\$ (6,487.28)	\$ (14,000.00)		-\$ 11,115.52	-22%	Nutrien Fire
10-1-0122-6803	DirecTV	\$ 2,500.00	\$ (552.72)	\$ (558.14)	\$ (562.35)		\$ 826.79	33%	
10-1-0122-5801	Dues/Subscriptions	\$ 1,500.00	\$ (189.91)	\$ (1,294.55)	\$ (40.00)		-\$ 24.46	-2%	
10-1-0122-6807	Ladies Auxiliary	\$ 1,200.00	\$ (504.00)	\$ (340.17)	\$ (742.11)		-\$ 386.28	-32%	
10-1-0122-6809	Childrens Party/Events	\$ 2,800.00	\$ (404.24)	\$ (2,199.71)			\$ 196.05	7%	
10-1-0122-6811	Christmas/Awards/Banquet	\$ 12,000.00	\$ (4,000.00)	\$ (8,801.49)			-\$ 801.49	-7%	
10-1-0122-5407	Billing Services Haz-Mat	\$ 2,200.00	\$ (112.20)	\$ (342.40)	\$ (440.32)		\$ 1,305.08	59%	

# Agenda Item A

To: Mayor and Town Council  
From: Director of Municipal Services  
Date: May 12, 2025  
Re: Municipal Services Projects

The Thomas Street area waterline replacement project has been completed with only patch and paving left. The paving is scheduled to be completed within the next 45 days.

The stormwater work at the intersection of Windsor and Franklin Streets began the first of May. The streets surrounding this intersection will be closed as the storm piping is replaced across Franklin and then Windsor Streets. This work should continue for the next sixty days but is weather dependent.

The obtaining of easements for four utility projects continues to progress.

- Windsor/Franklin Stormwater- All easements obtained and recorded
- Circle Drive- Anticipate receiving signed easement May 7
- Northeast Waterline- about 40% of landowners have or will sign soon
- Sycamore/Howerton project - attorney drafting easement agreements

A leak was repaired on a two inch waterline on Goodes Ferry. Once the Sycamore/Howerton project takes place, this line should be replaced.

The Circle Drive waterline replacement project was advertised and bids were accepted on May 5, 2025.

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

# Agenda Item A

To: Mayor and Town Council  
From: Parks/Facilities  
Date: May 12, 2025  
Re: Monthly Update

- The dog park fountains are now working. The waterline was installed by Dale Newman and installation was completed May 2<sup>nd</sup>. There are separate cut off valves for the fountains ensuring if there is an issue with them, the water will only cut off at the source. The Facilities crew installed the fountains and anchored them to the concrete.
- The new basketball Court at Parker Park continues to be closer to completion. Smiley's Construction completed the paving and Hercules has installed fencing around the basketball court. Play Hardscapes from Roanoke will complete the project in June. This will include surface, goals, benches, painting, and trash cans. This will take approximately a week and they are planning on starting the first week of June.
- The Town Hall roof repairs and HVAC installation began on May 5<sup>th</sup>. They are currently removing the old, large HVAC unit and preparing the roof surface for install and insulation which will go under the surface. The HVAC company will begin on the inside with duct work and work their way to the roof as the project continues. The HVAC company is Southern Air and the roofing company is Howerton.
- B&B and Kilian Engineering began the process of writing a bid proposal for the interior and exterior of town hall on May 1<sup>st</sup>. 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 building. The overall floor plan will remain the same throughout the building, but some plumbing changes will have to be made. Kilian is also double checking on where the new HVAC units are placed on the roof to ensure weight distribution is correct for the structure.
- The Parks crew has installed new batting cages at the softball fields and the baseball fields. Barker Construction poured two separate pads 20'x60' for the batting cages. The cages were installed on top of the pads and are professional grade outdoor batting cages. These should last for many years and are a great addition to the fields.
- The Parks crew also removed the old deck from the umpire's trailer and the Facilities crew was planning on building a smaller new deck. We discovered after removal that this wouldn't be possible due to the shape of the trailer; it is not worth the time and money to even repair it. The outside ban and everything about two feet from it are totally rotten from water damage. It would take several thousand dollars just to be able to get the trailer to a point where we could build a new deck. Code Compliance also checked it out to confirm. For now, Dixie Girls are using it for storage of equipment and they will be using our shop for meetings.

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

PERMIT AND INSPECTION REPORT FOR : April 2025

	INSPECTIONS	PERMITS	FEES
BUILDING	35	8	\$2,467.48
MECHANICAL	16	4	\$701.95
PLUMBING	22	6	\$818.81
ELECTRICAL	20	10	\$1,692.68
FIRE PROT	0	0	\$0.00
SIGN	1	4	\$656.88
LAND DIST	0	1	\$30.60
<b>TOTALS</b>	<b>94</b>	<b>33</b>	<b>\$6,368.40</b>

RECAP OF EXEMPT PERMITS:

TYPE OF PERMIT	\$ THIS MONTH	\$ YTD
UEZ	\$0.00	\$0.00
REHAB	\$105.75	\$501.00
GENERAL	\$132.60	\$0.00

<b>WORK VALUE</b>	<b>\$1,437,799.00</b>	<b>\$12,778,481.00</b>
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<b>FYTD</b>	<b>Fees</b>	<b>\$63,799.54</b>	<b>Work Value</b>	<b>\$16,565,530.37</b>
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**NEW BUSINESSES IN TOWN OF SOUTH HILL**

**4/1/2025 –4/30/2025**

Rozier Termite & Pest Control – 201 N Mecklenburg Ave. –

Pest Control/Contractor

Angie's Treasure Hunt – 935 W. Atlantic St. – Flea Market Vendor

Sparkle and Shine Products – 935 W. Atlantic St. – Flea Market Vendor

Liquid Life IV CO – Mobile Unit

Hair Haven – 626 W. Danville St. – Hair Salon

Range: First to Last			Range of Building Codes: First to Last		
Activity Date Range: 04/01/25 to 04/30/25			Activity Type Range: First to Last		
Application Id	Insrt/Dc-Blk/Lot	Inspector	Property Location	Owner Name	Phone
Building Code	Activity Type		Date Start Time End Time	Actual Time Status	Permit No
4221 BUILDING	078A07-06-001-019 FINAL INSPECTIO builder to install window screens		1100 VALLEY RD 04/25/25	CARTER CONSTRUCTION OF VA, INC PASS	B9-00025
5650 BUILDING	078A14-A-001A FINAL INSPECTIO		701 FERRELL CRESCENT STREET 04/25/25	SOUTH HILL PARTNERS, LLC PASS	(240)505-9293 23-00167
5651 BUILDING	078A14-A-001A FINAL INSPECTIO		703 FERRELL CRESCENT STREET 04/25/25	SOUTH HILL PARTNERS, LLC PASS	(240)505-9293 23-00168
5652 BUILDING	078A14-A-001A FINAL INSPECTIO		705 FERRELL CRESCENT STREET 04/25/25	SOUTH HILL PARTNERS, LLC PASS	(240)505-9293 23-00169
5653 BUILDING	078A14-A-001A FINAL INSPECTIO		707 FERRELL CRESCENT STREET 04/25/25	SOUTH HILL PARTNERS, LLC PASS	(240)505-9293 23-00170
5654 BUILDING	078A14-A-001A FINAL INSPECTIO		709 FERRELL CRESCENT STREET 04/25/25	SOUTH HILL PARTNERS, LLC PASS	(240)505-9293 23-00171
5655 BUILDING	078A14-A-001A FINAL INSPECTIO		711 FERRELL CRESCENT STREET 04/25/25	SOUTH HILL PARTNERS, LLC PASS	(240)505-9293 23-00172
5656 BUILDING	078A14-A-001A FINAL INSPECTIO		713 FERRELL CRESCENT STREET 04/25/25	SOUTH HILL PARTNERS, LLC PASS	(240)505-9293 23-00173
5657 BUILDING	078A14-A-001A FINAL INSPECTIO		715 FERRELL CRESCENT STREET 04/25/25	SOUTH HILL PARTNERS, LLC PASS	(240)505-9293 23-00174

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
5658 BUILDING	078A14-A-001A FINAL INSPECTIO		717 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(240)505-9293	23-00175
5659 BUILDING	078A14-A-001A FOOTING INS Footing for retaining wall		719 FERRELL CRESCENT STREET 04/03/25			SOUTH HILL PARTNERS, LLC PASS		(240)505-9293	23-00176
5660 BUILDING	078A14-A-001A FINAL INSPECTIO		721 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(240)505-9293	23-00177
5661 BUILDING	078A14-A-001A FINAL INSPECTIO		723 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(240)505-9293	23-00178
5662 BUILDING	078A14-A-001A FINAL INSPECTIO		725 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(240)505-9293	23-00179
5663 BUILDING	078A14-A-001A FINAL INSPECTIO		727 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(240)505-9293	23-00180
5796 BUILDING	096000-12-002 FINAL INSPECTIO		1844 PLANK RD 04/30/25			ARNOLD R T & HARPER JAMES M EST PASS			23-00313
5799 MECHANICAL	078A14-A-001A FINAL INSPECTIO		701 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(240)505-9293	23-00316
5802 MECHANICAL	078A14-A-001A FINAL INSPECTIO		707 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(301)412-7383	23-00319
5803 MECHANICAL	078A14-A-001A FINAL INSPECTIO		709 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(240)505-9293	23-00320

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
5804 MECHANICAL	078A14-A-001A FINAL INSPECTIO		711 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(240)505-9293	23-00321
5808 MECHANICAL	078A14-A-001A FINAL INSPECTIO		713 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(301)412-7383	23-00325
5809 MECHANICAL	078A14-A-001A FINAL INSPECTIO		715 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(240)505-9293	23-00326
5810 MECHANICAL	078A14-A-001A FINAL INSPECTIO		717 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(240)505-9293	23-00327
5811 MECHANICAL	078A14-A-001A FINAL INSPECTIO		721 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(240)505-9293	23-00328
5812 MECHANICAL	078A14-A-001A FINAL INSPECTIO		723 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(240)505-9293	23-00329
5813 MECHANICAL	078A14-A-001A FINAL INSPECTIO		725 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(240)505-9293	23-00330
5814 MECHANICAL	078A14-A-001A FINAL INSPECTIO		727 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(240)505-9293	23-00331
5816 ELECTRICAL	078A14-A-001A FINAL INSPECTIO		703 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(240)505-9293	23-00333
5820 ELECTRICAL	078A14-A-001A FINAL INSPECTIO		711 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(240)505-9293	23-00337



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
5821 ELECTRICAL	078A14-A-001A FINAL INSPECTIO		713 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(240)505-9293	23-00338
5822 ELECTRICAL	078A14-A-001A FINAL INSPECTIO		715 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(240)505-9293	23-00339
5825 ELECTRICAL	078A14-A-001A FINAL INSPECTIO		721 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(240)505-9293	23-00342
5826 ELECTRICAL	078A14-A-001A FINAL INSPECTIO		723 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(240)505-9293	23-00343
5827 ELECTRICAL	078A14-A-001A FINAL INSPECTIO		725 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(240)505-9293	23-00344
5828 ELECTRICAL	078A14-A-001A FINAL INSPECTIO		727 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(240)505-9293	23-00345
5834 PLUMBING	078A14-A-001A FINAL INSPECTIO		705 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS PASS		(240)505-9293	24-00005
5835 PLUMBING	078A14-A-001A FINAL INSPECTIO		707 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(240)505-9293	24-00006
5836 PLUMBING	078A14-A-001A FINAL INSPECTIO		709 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(240)505-9293	24-00007
5837	078A14-A-001A		711 FERRELL CRESCENT STREET			SOUTH HILL PARTNERS, LLC		(240)505-9293	24-00008

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
PLUMBING	FINAL INSPECTIO		04/25/25				PASS		
5838 PLUMBING	078A14-A-001A FINAL INSPECTIO		713 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(240)505-9293	24-00009
5839 PLUMBING	078A14-A-001A FINAL INSPECTIO		715 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(240)505-9293	24-00010
5840 PLUMBING	078A14-A-001A FINAL INSPECTIO		717 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(240)505-9293	24-00011
5842 PLUMBING	078A14-A-001A FINAL INSPECTIO		721 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(240)505-9293	24-00013
5843 PLUMBING	078A14-A-001A FINAL INSPECTIO		723 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(240)505-9292	24-00014
5844 PLUMBING	078A14-A-001A FINAL INSPECTIO		725 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(240)505-9293	24-00015
5845 PLUMBING	078A14-A-001A FINAL INSPECTIO		727 FERRELL CRESCENT STREET 04/25/25			SOUTH HILL PARTNERS, LLC PASS		(301)412-7383	24-00016
5922 BUILDING	097000-13-001 FOUNDATION INS		260 BUTTS STREET 04/05/25			MICROSOFT CORPORATION PASS			24-00091
BUILDING	REBAR NORTH CULVERT WINGWALL, C PLB ROUGH IN		04/08/25				PASS		
BUILDING	TEST 8PSI NPW / 100 PSI DOMESTIC, DOMESTIC WATER ADMIN COLO 3, NON POTABLE WATER COLO 1 - COLO 3		04/09/25				PASS		
BUILDING	FOUNDATION INS REBAR COLO4 CELL2 PADS, GEN PAD UPM-LBP CABLE BUS								

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
BUILDING	FOUNDATION INS		04/16/25				PASS		
BUILDING	REBAR COLO4 PADS, GEN PAD LBP-LBT-UPM		04/21/25				PASS		
BUILDING	REBAR GEN PAD- UMP-LBP-LBT CABLE BUS		04/30/25				PASS		
BUILDING	FOUNDATION INS		04/30/25				PASS		
BUILDING	REBAR COLO 4 CELL 3 EQUIPMENT PADS								
BUILDING	GEN PAD - UMP-LBP - LBT - CU		04/30/25				PASS		
	FOUNDATION INS								
	CULVERT WING WALL D								
6089 ELECTRICAL	078A07-06-001-019 ELEC FINAL		1100 VALLEY RD 04/25/25			CARTER CONSTRUCTION OF VA INC PASS			24-00261
6091 MECHANICAL	078A07-06-001-019 FINAL INSPECTIO		1100 VALLEY RD 04/25/25			CARTER CONSTRUCTION OF VA INC PASS			24-00263
6098 PLUMBING	078A07-06-001-019 PLB FINAL		1100 VALLEY RD 04/25/25			CARTER CONSTRUCTION OF VA INC PASS			24-00270
6132 BUILDING	078A12-A-085 BUILDING FINAL		410 NORTH THOMAS STREET 04/04/25			DELBOSQUE, JIMMY LEE & ANNETTE RICH PASS			24-00304
6189 BUILDING	078A20-01-008 FRAMING INS		1556 MONTGOMERY STREET 04/03/25			SHALAG US INC PASS			24-00361
BUILDING	Partial rough framing		04/10/25				PASS		
BUILDING	FRAMING INS		04/10/25				PASS		
BUILDING	rough framing		04/24/25				PASS		
6195 ELECTRICAL	096000-12-002 ELEC FINAL		1844 PLANK RD 04/30/25			ARNOLD R T & HARPER JAMES M EST PASS			24-00367
6196	096000-12-002		1844 Plank Road			ARNOLD R T & HARPER JAMES M EST			24-00369

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
MECHANICAL	FINAL INSPECTIO		04/30/25				PASS		
6197 PLUMBING	096000-12-002 PLB FINAL		1844 PLANK RD 04/30/25			ARNOLD R T & HARPER JAMES M EST	PASS		24-00368
6208 ELECTRICAL	078A20-01-008 ELE ROUGH IN		1556 MONTGOMERY STREET 04/10/25			SHALAG US INC	PASS		25-00011
6221 BUILDING	078A23-03-014A1 FINAL INSPECTIO		1024 NICKS LANE 04/08/25			HITE JAMES RYAN	PASS		25-00024
6223 BUILDING	078A21-A-007 FRAMING INS		1321 WEST DANVILLE STREET 04/03/25			BIGGS DAVID K & KAC INVESTMENTS LL	PASS		25-00026
BUILDING	INSULATION INS		04/04/25				PASS		
6227 MECHANICAL	078A20-01-008 DUCTWORK Duct seal		1556 MONTGOMERY STREET 04/24/25			COKER & ASSOCIATES OF SOUTH CAROLIN	PASS		25-00030
6236 PLUMBING	078A20-01-008 PLB ROUGH IN		1556 MONTGOMERY STREET 04/16/25			SHALAG US INC	PASS		25-00039
PLUMBING	test 100 psi PLB ROUGH IN sewage pump		04/24/25				PASS		
6240 BUILDING	078A23-A-013 DEMOLITION house demolished		1126 GOODES FERRY ROAD 04/03/25			TYLER BARBARA J	PASS		25-00043
6253 ELECTRICAL	078A12-A-034 FINAL INSPECTIO		820 FOREST HILL DRIVE 04/01/25			ASHWORTH EUGENE F AND KATHY J ASHWO	PASS		25-00055

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
6254 ELECTRICAL	078A13-A-042 ELEC FINAL must add 1 hardwired smoke alarm		600 LOMBARDY ST 04/25/25			STURDIVANT, CHRISTOPHER PASS			25-00056
6256 BUILDING	078A13-02-005C FOOTING INS		841,843,845 and 847 N MECK AVE 04/09/25			PREMIER DEVELOPERS LLC PASS			25-00058
BUILDING	FOOTING AND REBAR SLAB INS Slab inspection		04/22/25			PASS			
6257 BUILDING	078A23-A-013 FOOTING INS		1126 GOODES FERRY ROAD 04/03/25			TYLER BARBARA J PASS			25-00059
BUILDING	SEAL PLATE-BOLT		04/23/25			PASS			
6258 ELECTRICAL	078A21-A-007 ELE ROUGH IN		1321 WEST DANVILLE STREET 04/03/25			BIGGS DAVID K & KAC INVESTMENTS LL PASS			25-00060
6262 ELECTRICAL	078A17-02-003 FINAL INSPECTIO Dominion Va Power emailed 4-11-25		408 WEST ATLANTIC STREET 04/11/25			BEASLEY CORPORATION LLC THE PASS			25-00064
6265 ELECTRICAL	078A13-02-005C TEMPOARY SERV Dominion Va Power emailed 4-14-25		841,843,845 & 847 N MECKLENBUR 04/14/25			PREMIER DEVELOPERS LLC PASS			25-00067
ELECTRICAL	ELE ROUGH IN conduits		04/21/25			PASS			
6266 PLUMBING	078A13-02-005C PLB ROUGH IN		841,843,845 & 847 N MECKLENBUR 04/18/25			PREMIER DEVELOPERS LLC PASS			25-00068
PLUMBING	rough plumbing partial inspection. 3 of 5 apartments tested PLB ROUGH IN TEST 5 PSI		04/21/25			PASS			
6268 ELECTRICAL	078A17-53-002 ELE ROUGH IN add smoke alarms downstairs		124 NORTH MECKLENBURG AVENU 04/16/25			GWP DEVELOPERS LLC PASS			25-00070

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
6270 MECHANICAL	078A21-A-007 ABOVE CEILING		1321 WEST DANVILLE STREET 04/15/25			BIGGS DAVID K & KAC INVESTMENTS LL PASS			25-00072
6271 MECHANICAL	078A17-A-109 FINAL INSPECTIO will need to reconnect the fresh air duct through the roof		110 EAST DANVILLE STREET 04/16/25			TOWN OF SOUTH HILL PASS			25-00073
6272 PLUMBING	078A17-20-A-007 PLB FINAL Tracer wire in place		902 GOODES FERRY ROAD 04/30/25			HICKS GEORGE H PASS			25-00074
6274 PLUMBING	078A16-01-024 FINAL INSPECTIO		233 SMITH STREET 04/18/25			PARHAM ALVIN L PASS			25-00076
6277 PLUMBING	078A11-28-002 PLB ROUGH IN		1100 W ATLANTIC ST 04/30/25			RHETSON CAPITAL LLC PASS			25-00079
6280 PLUMBING	078A21-A-007 PLB ROUGH IN		1321 WEST DANVILLE STREET 04/23/25			BIGGS DAVID K & KAC INVESTMENTS LL PASS			25-00082
6282 ELECTRICAL	078A13-A-042 ELE ROUGH IN must install 1 hardwired smoke alarm		600 LOMBARDY ST 04/25/25			STURDIVANT, CHRISTOPER OPEN			25-00084
6285 ELECTRICAL	078A20-01-008 ELE ROUGH IN		1556 MONTGOMERY STREET 04/24/25			SHALAG US INC PASS			25-00087
6286 SIGN	078A17-16-004-006 FINAL INSPECTIO		626 WEST DANVILLE STREET 04/30/25			TAYLOR CHARLES M & JOYCE P PASS			25-00088
6288 PLUMBING	078A17-34-001 PLB FINAL		225 EAST DANVILLE STREET 04/30/25			TOWN OF SOUTH HILL PASS			25-00090

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

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

Activity Type Totals:

ABOVE CEILING:	1	BUILDING FINAL:	1	DEMOLITION:	1	DUCTWORK:	1	ELE ROUGH IN:	6
ELEC FINAL:	3	FINAL INSPECTIO:	53	FOOTING INS:	3	FOUNDATION INS:	6	FRAMING INS:	4
INSULATION INS:	1	PLB FINAL:	4	PLB ROUGH IN:	7	SEAL PLATE-BOLT:	1	SLAB INS:	1
TEMPOARY SERV:	1								

Building Code Totals:

BUILDING:	35	ELECTRICAL:	20	MECHANICAL:	16	PLUMBING:	22	SIGN:	1
Total Activities:	94	Total Permits:	80						

Inspector Totals:  
None: 94



Range: First to Last Issue Date Range: 04/01/25 to 04/30/25

\*\*Indicates payment is in batch

Permit No	Issue Date	Insrt/Dc-Blk/Lot	Property Location	Alteration Cost	New Volume		BUILDING	ELECTRICAL	TOTAL
App Date	Owner Name		Work Type	Use Type	Additional Cost		FIRE	LAND DISTURB	MECHANICAL
Description of work							PLUMBING	SIGN	
25-00040	04/08/25	078A16-06-001	1118 WEST DANVILLE STREET	75,120.00	0	PAID:	403.51	0.00	403.51
03/04/25	YODER PROPERTIES LTD		NEW COMMERCIAL M	Mercantile	0.00		0.00	0.00	0.00
Construct a 44' x 46' addition							0.00	0.00	
25-00059	04/01/25	078A23-A-013	1126 GOODES FERRY ROAD	119,000.00	0	WAIVED:	105.75	0.00	105.75
04/01/25	TYLER BARBARA J		NEW RESIDENTIAL R-5	Res; 1 & 2 Family	0.00		0.00	0.00	0.00
Construct a 2 bed/1 bath home							0.00	0.00	
25-00060	04/09/25	078A21-A-007	1321 WEST DANVILLE STREET	150,000.00	0	PAID:	0.00	765.00	765.00
04/01/25	BIGGS DAVID K & KAC INVESTMENTS LL		WIRING	R-5	0.00		0.00	0.00	0.00
Electrical for remodel				Res; 1 & 2 Family			0.00	0.00	
25-00061	04/03/25	078A17-A-111	118 EAST DANVILLE STREET	1,410.00	0	PAID:	183.60	0.00	183.60
04/03/25	SOUTH HILL COMMUNITY DEVELOPMENT AS		TEMPORARY TENT U	Util & Misc; Acc & Misc Buildi	0.00		0.00	0.00	0.00
Tempory set up of 50' x 30' tent							0.00	0.00	
25-00062	04/04/25	078A11-13-004	113 SUNSET LANE	4,500.00	0	PAID:	43.35	0.00	43.35
04/04/25	WALKER ALDRENA & WALKER TAWANDA		INTERIOR REPAIR R-5	Res; 1 & 2 Family	0.00		0.00	0.00	0.00
Remodel interior							0.00	0.00	
25-00063	04/14/25	078A25-01-A	1145 EAST ATLANTIC STREET	40,000.00	0	PAID:	0.00	0.00	459.00
04/08/25	30AIP SOUTH HILL, LLC		SIGN INSTALL M	Mercantile	0.00		0.00	0.00	0.00
SIGN INSTALL FOR MURPHY'S							0.00	459.00	
25-00064	04/11/25	078A17-02-003	408 WEST ATLANTIC STREET	700.00	0	PAID:	0.00	25.50	25.50
04/11/25	BEASLEY CORPORATION LLC THE		WIRING	R-5	0.00		0.00	0.00	0.00
Replacing panel box				Res; 1 & 2 Family			0.00	0.00	
25-00065	04/15/25	078A07-12-021	309 PETTUS DRIVE	3,784.00	0	PAID:	0.00	25.50	25.50
04/11/25	BISHOP KELLIE B PROFFITT				0.00		0.00	0.00	0.00
Replacing a 200 amp breaker with new 2amp breaker box							0.00	0.00	
25-00066	04/16/25	078A18-A-042	58 HAMMER ST	4,000.00	0	PAID:	0.00	0.00	81.60
04/14/25	WMS PROPERTIES LLC		SIGN INSTALL B	Business	0.00		0.00	0.00	0.00
Install 2 directrional signs							0.00	81.60	

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	
25-00067	04/14/25	078A13-02-005C	841,843,845 & 847 N MECKLENBUR	68,000.00	0	PAID:	0.00	346.80	346.80
04/14/25	PREMIER DEVELOPERS LLC		WIRING	R-2	Res; Mult Family, Dorms, etc	0.00	0.00	0.00	0.00
Electrical for new apartments									
25-00068	04/14/25	078A13-02-005C	841,843,845 & 847 N MECKLENBUR	64,000.00	0	PAID:	0.00	0.00	326.40
04/14/25	PREMIER DEVELOPERS LLC		NEW RESIDENTIAL	R-2	Res; Mult Family, Dorms, etc	0.00	0.00	0.00	0.00
Plumbing for apartments									
							326.40	0.00	
25-00069	04/14/25	078A13-02-005C	841,843,845 & 847 N MECKLENBUR	62,000.00	0	PAID:	0.00	0.00	316.20
04/14/25	PREMIER DEVELOPERS LLC		NEW RESIDENTIAL			0.00	0.00	0.00	316.20
Mechanical for apartments									
							0.00	0.00	
25-00070	04/14/25	078A17-53-002	124 NORTH MECKLENBURG AVENUE	3,500.00	0	PAID:	0.00	25.50	25.50
04/14/25	GWP DEVELOPERS LLC		WIRING			0.00	0.00	0.00	0.00
Electrical for remodeled apartment									
							0.00	0.00	
25-00071	04/14/25	078A13-A-049	508 EAST FERRELL STREET	280,000.00	0	PAID:	1,448.40	0.00	1,448.40
04/14/25	VIRGINIA ELECTRIC & POWER		ADDITION	U	Util & Misc; Acc & Misc Buildi	0.00	0.00	0.00	0.00
Communications Tower Drop and Swap. Taking down existing self-support tower and installing a new 270' self-support tower on the same parcel 132' from the property line.									
							0.00	0.00	
25-00072	04/15/25	078A21-A-007	1321 WEST DANVILLE STREET	56,995.00	0	PAID:	0.00	0.00	352.90
04/14/25	BIGGS DAVID K & KAC INVESTMENTS LL		HEATPUMP	B	Business	0.00	0.00	0.00	352.90
Intall 2 heatpumps with ductwork									
							0.00	0.00	
25-00073	04/14/25	078A17-A-109	110 EAST DANVILLE STREET	21,000.00	0	WAIVED:	0.00	0.00	107.10
04/15/25	TOWN OF SOUTH HILL		HVAC SYSTEM	UNKNOWN		0.00	0.00	0.00	107.10
Replace 7 1/2 ton straight ac unit. Hooked to existing gas furnace									
							0.00	0.00	
25-00074	04/16/25	078A17-20-A-007	902 GOODES FERRY ROAD	500.00	0	PAID:	0.00	0.00	25.50
04/16/25	HICKS GEORGE H		WATSEW LATERALS	R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00
Install sewer line									
							25.50	0.00	
25-00075	04/16/25	078A20-01-008	1556 MONTGOMERY STREET	6,442.00	0	PAID:	0.00	0.00	32.85
04/16/25	SHALAG US INC		HVAC SYSTEM	F-1	Factory & Indust; Mod Hazard	0.00	0.00	0.00	32.85
Install a mini-split									
							0.00	0.00	
25-00076	04/17/25	078A16-01-024	233 SMITH STREET	2,500.00	0	PAID:	0.00	0.00	25.50

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App Date	Owner Name		Work Type	Use Type	Additional Cost	FIRE	LAND DISTURB	MECHANICAL
Description of Work						PLUMBING	SIGN	
04/17/25	PARHAM ALVIN L		WATSEW LATERALS R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00
Replace sewer line						25.50	0.00	
25-00077	04/18/25	098000-A-005B	860 COUNTRY LN.	128,000.00	0	PAID:	171.36	171.36
04/18/25	FREEMAN COMPANIES, LLC		NEW RESIDENTIAL R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00
Construct a 3 bed/2 bath house						0.00	0.00	
25-00078	04/18/25	098000-A-005C	820 COUNTRY LN	128,000.00	0	PAID:	171.36	171.36
04/18/25	FREEMAN COMPANIES LLC		NEW RESIDENTIAL R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00
Construct a 3 bed/2 bath home						0.00	0.00	
25-00079	04/21/25	078A11-28-002	1100 W ATLANTIC ST	19,900.00	0	PAID:	0.00	101.49
04/18/25	RHETSON CAPITAL LLC		NEW COMMERCIAL M	Mercantile	0.00	0.00	0.00	0.00
Plumbing for new Dollar General						101.49	0.00	
25-00081	04/22/25	078A20-01-008	1556 MONTGOMERY STREET	350.00	0	PAID:	0.00	25.50
04/21/25	COKER & ASSOCIATES OF SOUTH CAROLIN		WIRING F-2	Factory & Indust; Low Hazard	0.00	0.00	0.00	0.00
Wiring mini split unit for HVAC compan						0.00	0.00	
25-00082	04/22/25	078A21-A-007	1321 WEST DANVILLE STREET	66,650.00	0	PAID:	0.00	339.92
04/22/25	BIGGS DAVID K & KAC INVESTMENTS LL		PLUMBING REMOD B	Business	0.00	0.00	0.00	0.00
Plumbing for renovation for United Rental						339.92	0.00	
25-00083	04/23/25	078A11-26-005	RALEIGH AVE	25,000.00	0	PAID:	0.00	30.60
04/22/25	ROCK RIVER, INC		LAND DISTURBING R-5	Res; 1 & 2 Family	0.00	0.00	30.60	0.00
Clearing SFR building site, driveway plus driveway apron and sewer pipe install on lots 4 & 5						0.00	0.00	
25-00085	04/30/25	078A06-18-011	909 CHAMBERS STREET	7,772.00	0	PAID:	0.00	39.64
04/23/25	BARBOUR GLENN E & BARBOUR LINDA B		GENERATOR R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00
INSTALLATION OF 26kw generator (2-200ASRATS installed by others)						0.00	0.00	
25-00086	04/30/25	078A12-A-034	820 FOREST HILL DRIVE	7,126.00	0	PAID:	0.00	36.34
04/23/25	ASHWORTH EUGENE F AND KATHY J ASHWO		GENERATOR R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00
Installation of 22kw generator (200A SRAT Installed by others)						0.00	0.00	
25-00087	04/23/25	078A20-01-008	1556 MONTGOMERY STREET	70,000.00	0	PAID:	0.00	357.00
04/23/25	SHALAG US INC				0.00	0.00	0.00	0.00
Replacing 1200 A Switchboard						0.00	0.00	

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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	
25-00088	04/24/25	078A17-16-004-006	626 WEST DANVILLE STREET	350.00	0	PAID:	0.00	0.00	30.60
04/24/25	TAYLOR CHARLES M & JOYCE P		SIGN INSTALL	B	Business	0.00	0.00	0.00	0.00
Install one ground sign and wall sign							0.00	30.60	
25-00090	04/29/25	078A17-34-001	225 EAST DANVILLE STREET	3,000.00	0	WAIVED:	0.00	0.00	25.50
04/29/25	TOWN OF SOUTH HILL		WATSEW LATERALS UNKNOWN			0.00	0.00	0.00	0.00
Install water lines for dog park							25.50	0.00	
25-00091	04/29/25	078A12-A-207	617 NORTH MECKLENBURG AVENU	9,000.00	0	PAID:	0.00	45.90	45.90
04/29/25	PATEL HITESHKUMAR		WIRING	R-1	Residential; Hotels, Motels, B	0.00	0.00	0.00	0.00
Electrical repairs from fire damage							0.00	0.00	
25-00092	04/29/25	078A12-A-207	617 NORTH MECKLENBURG AVENU	5,000.00	0	PAID:	45.90	0.00	45.90
04/29/25	PATEL HITESHKUMAR		REMOD EXIST STR R-1		Residential; Hotels, Motels, B	0.00	0.00	0.00	0.00
Repair damage from fire							0.00	0.00	
25-00093	04/30/25	078A25-01-001	1123 EAST ATLANTIC STREET	4,200.00	0	PAID:	0.00	0.00	85.68
04/30/25	THE THREE J'S INC		SIGN INSTALL	M	Mercantile	0.00	0.00	0.00	0.00
Install 1 wall sign							0.00	85.68	

Permit No	Issue Date	Insrt/Dc-Blk/Lot	Property Location	Alteration Cost	New Volume	BUILDING	ELECTRICAL	TOTAL
App Date	Owner Name		Work Type		Additional Cost	FIRE	LAND DISTURB	MECHANICAL
Description of Work			Use Type			PLUMBING	SIGN	
Grand Totals:				1,437,799.00	0	PAID:	2,467.48	1,692.68
						0.00	0.00	6,368.40
						818.81	30.60	701.95
							656.88	
						WAIVED:	105.75	238.35
							0.00	107.10
							0.00	
						PERMIT COUNT:	8	33
							0	4
							6	

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

TOWN OF SOUTH HILL  
DILAPIDATED PROPERTY LISTING  
AS OF APRIL 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	05/2025	NO	OWNER OCCUPIED
911 East Atlantic Street	Days Inn	electrical and plumbing issues Hotel has been shut down for repairs	02/2025	05/2025	YES	HOTEL
1287 West Danville Street	R. Thomas	roof, chimney, rotting woodwork, foundation masonry	08/2024	05/2025	YES	IN COURT
513 North Mecklenburg Avenue	Crutchfield	rot in fascia and windows	05/2025	07/2025	YES	RENTAL
202 Windsor Street	D. Helms	fascia, porch ceiling, porch columns	04/2025	06/2025	NO	OWNER OCCUPIED
416 Fairview Avenue	R. & A. Soyars	overgrowth, carport, trash/debris	04/2025	06/2025	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	04/2025	06/2025	YES	RENTAL
106 East Virginia Street	S. & M. Townes	rot in fascia and windows, broken windows, fallen gutters	04/2025	06/2025	YES	RENTAL
326 West Atlantic Street	W. Hines; <b>SOLD</b>	collapsed roof, siding, fascia, rake boards, door & window woodwork	04/2025	06/2025	YES	FOR SALE
904 West Main Street	A. Harris & Others	rot in porch, fascia and windows. Roof issues.	02/2025	05/2025	YES	RENTAL
228 Clay Street	C. Purcell	rot in porch, fascia and windows, broken windows, missing siding	03/2025	05/2025	YES	RENTAL
704 Goodes Ferry Road	K. Bugg; <i>Listed for Sale</i>	rot in fascia and windows, peeling paint	01/2025	05/2025	NO	OWNER OCCUPIED
808 Virginia Avenue	K. Kelly	missing shingles, outbuildings, rotten siding, peeling paint	11/2024	05/2025	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; <b>sold</b>	over grown lot, peeling paint, broken windows, wood rot	03/2025	06/2025	NO	OWNER OCCUPIED
110 North Mecklenburg Avenue	H. & S. Squire; <b>SOLD</b>	peeling paint, damaged awning covers	04/2025	06/2025	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	05/2025	NO	RENTAL
212 Windsor Street	B. Jeffries	overgrowth, trash and debris, porsh, trim and shutters	04/2025	05/2025	YES	RENTAL
719 East Ferrell Street (Mecklenburg Manor)	Gateway Management Services, LLC	Upcoming renovation	04/2025	05/2025	NO	MULTIFAMILY
509 Pleasant Street	M. Schooler; <b>foreclosure</b>	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	04/2025	06/2025	YES	RENTAL
1217 Plank Road	P. Duffer	broken windows, peeling paint	04/2025	06/2025	YES	RENTAL
213 West Danville Street	P. Duffer	wood rot, peeling paint, broken windows	04/2025	06/2025	NO	LOST TREASURES
1003 Plank Road	Plank Property, LLC	peeling paint	04/2025	06/2025	NO	NEWMART BUILDERS
111 East Atlantic Street	Poe	<b>listed for sale</b>	04/2025	05/2025	YES	FOR SALE
703 North Mecklenburg Avenue	Rainey	peeling paint	01/2025	05/2025	NO	OWNER OCCUPIED
909 Plank Road	Windy Hills Property; J. Hayes	peeling paint	04/2025	06/2025	YES	RENTAL WAREHOUSE
701 Forest Hill Drive	Paul Duffer	collapsed rear deck, rot in fascia and windows, peeling paint	04/2025	06/2025	NO	RENTAL
507 North Mecklenburg	Crutchfield	Broken windows, roof leaks, peeling paint, wood rot, porch damage	04/2025	06/2025	NO	RENTAL
409 South Hill Ave	Feggins Funeral Home Inc.	Peeling paint, damaged rain gutter, damaged electrical service	09/2024	05/2025	NO	FEGGINS FUNERAL HOME
210 Park Lane	Taylor	Peeling paint, rotten wood, damaged chimneys	04/2025	05/2025	NO	VACANT

800 Goodes Ferry	S&S Mecklenburg	rusty water tanks, collapsed roof on out buildings	04/2025	06/2025	NO	OLD BGF BUILDING
607 Franklin Street	B. Champlain	Peeling paint, rotten wood, missing fascia metal, oxidation	02/2025	05/2025	NO	OWNER OCCUPIED
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
209 East Atlantic	Judith Stanley	Rotten wood, peeling paint	04/2025	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>
<i>107 NORTH WEST</i>	<i>ELDAGBEAR LLC</i>	<i>Repairs Complete</i>

# Agenda Item A

To: Mayor and Town Council  
From: Business Development Manager  
Date: May 12, 2025  
Re: Monthly Update

- I met with prospective new Hotel to discuss plans and local incentives through the Virginia Enterprise Zone and Opportunity Zones.
- The Town Manager and I met with representatives from Retail Strategies to tour South Hill and review prospective properties for the development of restaurants and major retailers.
- We are continuing to push information for prospective retailers and restaurants.
- Researched and prepared the new incentive presentation for the Council retreat. This included business and housing incentives.
- Working with the South Hill Revitalization Committee on new Christmas decorations for East and West Atlantic St.
- Continuing to work with the property owners downtown on recruitment of new businesses. The brewery site that went up for auction did not sell so we are still working with the owner to sell the property.

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

# Agenda Item A

To: Mayor and Town Council  
From: Human Resources Manager  
Date: May 1, 2025  
Re: HR Report for May 2025

## **HR PROJECTS/ACCOMPLISHMENTS:**

We are pleased to share an exciting new initiative - our partnership with **Awardco**, a modern employee recognition platform that helps foster a culture of appreciation across the Town organization.

**Celebrating Our People!** This new platform is designed to make recognition more accessible, meaningful, and engaging. Whether it is acknowledging years of service, welcoming new hires, celebrating birthdays, or recognizing outstanding contributions, Awardco empowers both leaders and peers to show appreciation in real-time. Employees will be able to receive and redeem personalized rewards—from gift cards, town apparel and merchandise to unique experiences—making recognition both memorable and impactful. We believe this program will strengthen morale, boost engagement, and help ensure our team members feel truly valued for the work they do every day for the Town of South Hill. Manager training will be held on May 6<sup>th</sup> and rollout will follow on May 7<sup>th</sup>.

As part of our continued efforts to enhance employee experience and streamline internal processes, we are pleased to announce an upcoming transition in our timekeeping system.

### **Transition from NOVAtime to UKG (Ultimate Kronos Group)**

Over the upcoming months, we will be moving from our current system, NOVAtime, to its parent platform, **UKG**. UKG offers a more modern, intuitive interface and expanded functionality to better support time tracking, scheduling, and time-off requests. This transition is part of our broader initiative to provide employees with more efficient, user-friendly tools that help reduce administrative burdens and improve overall workflow. We will keep staff well-informed throughout the transition process with training and support to ensure a smooth changeover.

We want to provide you with an update on the Town's upcoming benefits renewal process for the 2025–2026 plan year.

### **Anthem Renewal Proposal**

Anthem has submitted a renewal proposal reflecting an overall increase to our current health plan. While this figure is higher than anticipated, we have already begun negotiations in partnership with our benefits broker, OneDigital, to advocate on behalf of the Town and our employees.

We are confident that, through continued discussions, Anthem will return with a more reasonable offer—one that will allow us to avoid a full market bid and benefits analysis process, which can be both time-intensive and disruptive.

We will continue to keep you informed as we progress through negotiations and remain committed to securing quality, cost-effective benefits for our employees and their families.

## **EMPLOYMENT NEWS:**



We are pleased to share a quick recap of a recent **Employee Appreciation Event** held to recognize and celebrate the dedication of our incredible Town employees.

As part of our ongoing efforts to foster a culture of appreciation, we hosted a gathering that brought together employees across departments for an extended luncheon full of connection, gratitude, and recognition. It was a wonderful opportunity to pause and say *thank you* for the many ways our employees contribute to the success and well-being of our community every day.

In addition, we proudly celebrated **Professional Administrative Appreciation Day** with a special luncheon to honor our administrative staff for the vital roles they play in keeping our front offices running smoothly. Their behind-the-scenes efforts often go unseen but never go unappreciated.

While we certainly missed those who were unable to attend, we are grateful for all of our employees and look forward to more opportunities to connect and recognize their service throughout the year.





# MEMO

To: South Hill Town Council

From: Mayor Mike Moody

Date: May 12, 2025

Re: Appointment

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**INDUSTRIAL DEVELOPMENT AUTHORITY** *Motion to approve appointment.*

Randy Crocker is no longer serving on the IDA due to his interim appointment to Town Council, effective February 18, 2025. Glenn Barbour has agreed to serve the remainder of Randy Crocker's term beginning May 13, 2025 and ending May 5, 2028.

Please let me know if you have any objections to the above recommendations or if you have other nominations in mind. Action will be taken at the May 12, 2025 Town Council meeting.