



Board of Aldermen Regular Meeting

Agenda Packet

April 12, 2022



*"Spring adds NEW life and NEW beauty to all
that is"*



AGENDA
Spencer Board of Aldermen
Regular Meeting
6:00 p.m.

DATE:
April 12, 2022

- 1. CALL TO ORDER – MAYOR JONATHAN WILLIAMS**
- 2. INVOCATION - ALDERWOMAN PAT SLEDGE**
- 3. PLEDGE OF ALLEGIANCE- MAYOR JONATHAN WILLIAMS**
- 4. ADJUSTMENTS TO AND ADOPTION OF AGENDA**
- 5. RECOGNITIONS**
 - a. **BRANDON LITTLE- NRES (Student of the Quarter)**
 - b. **ZYALON SIMMON – NRMS (Student of the Quarter)**
 - c. **SALMA MANUSER – NRHS (Student of the Quarter)**
- 6. BOARD TO CONDUCT A PUBLIC HEARING TO OBTAIN PUBLIC COMMENT(S) ON SPENCER PARKS & RECREATION MASTER PLAN.**
- 7. BOARD TO CONDUCT A PUBLIC HEARING TO OBTAIN PUBLIC COMMENT(S) ON NORTH CAROLINA PARKS & RECREATION TRUST FUND GRANT APPLICATION. – (Attachment 3).**
- 8. PUBLIC COMMENT** This agenda item is included to allow input to the Board of Aldermen from any citizen who wishes to address the Board without requesting to be on the agenda. Those who wish to address the Board of Aldermen are required to provide their name, address, and topic to be addressed. The Board will only listen and not respond but may decide to place a topic on a future agenda. (A speaker will be allowed 3 minutes to speak.)
- 9. *CONSENT AGENDA*** *(The Consent Agenda is the first order of business. Items listed are believed to be non-controversial and are administrative in nature. There will be no separate discussion of the items unless an Alderman requests or a citizen request and is granted permission to speak. The item(s) then will be removed from the Consent Agenda and considered individually. Otherwise, all items will be enacted by one motion).*
 - A. APPROVAL OF MINUTES: (Attachment 4)**
 - a. *March 3, 2022, Pre-Agenda Meeting Minutes*
 - b. *March 8, 2022, Regular Meeting Minutes*
 - B. CONSIDER ADOPTING BUDGET AMENDMENT ORDINANCE 22-006- AUTO INSURANCE CLAIM PAYMENT. – (Attachment 8)**
 - C. CONSIDER ACCEPTING A 2021 BYRNE JUSTICE ASSISTANCE GRANT FROM NCDPS AND CONSIDER ADOPTING AN ASSOCIATED BUDGET ORDINANCE 22-007. – (Attachment 9)**

**D. CONSIDER NAMING THE MAIN FIELD AT SPENCER'S EIGHTH STREET
BALLPARK THE "SPARGER NOLES FIELD"**

- 10. CONSIDER ADOPTING TEXT AMENDMENT TO CODE OF ORDINANCE 22-009 SFR-2 REZONING DIMENSIONAL STANDARDS RESOLUTION. - (Attachment 1)**
- 11. CONSIDER ADOPTING TEXT AMENDMENT TO CODE OF ORDINANCE 22-008 IND ZONING CLASSIFICATION. – (Attachment 2)**
- 12. CONSIDER ADOPTING RESOLUTIONS 22-006 TO ADOPT THE SPENCER PARKS & RECREATION MASTER PLAN UPDATE AND 22-05 TO ADOPT THE TOWN PARK MASTER PLAN. – (Attachment 13)**
- 13. CONSIDER ADOPTING RESOLUTION 22-004 TO APPROVE THE NC PARKS & RECREATION TRUST FUND GRANT APPLICATION. – (Attachment 3)**
- 14. CONSIDER ADOPTING ORDINANCE 22-007 – FRONT YARD PARKING TEXT AMENDMENT. – (Attachment 5)**
- 15. CONSIDER ADOPTING ORDINANCE 22-010 - ADDING WATER/ SEWER MAIN EXTENSION POLICY. – (Attachment 6)**
- 16. CONSIDER ADOPTING BUDGET AMENDMENT ORDINANCE 22-005 – 8TH STREET BALLPARK. – (Attachment 7)**
- 17. CONSIDER ADOPTING RESOLUTION 22-003 ESTABLISHING A NEW SPENCER HISTORIC PRESERVATION INCENTIVE GRANT PROGRAM. – (Attachment 10)**
- 18. DEPARTMENTAL REPORTS – (Attachment 11)**
 - A. Planning
 - B. Code Enforcement
 - C. Police
 - D. Fire
 - E. Public Works
 - F. Finance
 - G. Library
- 19. TOWN MANAGER REPORT – (Attachment 12)**
- 20. REQUESTS & COMMENTS BY THE MAYOR AND BOARD MEMBERS**
- 21. EXECUTIVE SESSION PER NC GENERAL STATUTE 143-318.11 (IF NEEDED)**
- 22. ADJOURNMENT**



AGENDA
Spencer Board of Aldermen
Pre-Agenda Meeting
5:30 p.m.

DATE:
April 7, 2022

- 1. CALL TO ORDER – MAYOR JONATHAN WILLIAMS**
- 2. INVOCATION & PLEDGE OF ALLEGIANCE**
- 3. BOARD TO CONDUCT A LEGISLATIVE HEARING TO OBTAIN PUBLIC COMMENT(S) ON TEXT AMENDMENT SFR-2 REZONING (DIMENSIONAL STANDARDS RESOLUTION) – (Attachment 1)**
- 4. BOARD TO CONDUCT A LEGISLATIVE HEARING TO OBTAIN PUBLIC COMMENT(S) ON TEXT AMENDMENT (IND ZONING CLASSIFICATION TEXT AMENDMENT) – (Attachment 2)**
- 5. BOARD TO CONDUCT A PUBLIC HEARING TO OBTAIN PUBLIC COMMENT(S) ON SPENCER PARKS & RECREATION MASTER PLAN.**
- 6. BOARD TO CONDUCT A PUBLIC HEARING TO OBTAIN PUBLIC COMMENT(S) ON NORTH CAROLINA PARKS & RECREATION TRUST FUND GRANT APPLICATION. – (Attachment 3)**
- 7. REVIEW OF APRIL 12, 2022, AGENDA**

1. CALL TO ORDER – MAYOR JONATHAN WILLIAMS

2. INVOCATION & PLEDGE OF ALLEGIANCE

3. APPROVAL OF MINUTES: (Attachment 4)

*March 3, 2022, Pre-Agenda Meeting Minutes
March 8, 2022, Regular Meeting Minutes*

4. ADDITIONS/ DELETIONS AND ADOPTION OF AGENDA

5. RECOGNITIONS

- a. Brandon Little- NRES (Student of the Quarter)***
- b. Zyalon Simmon- NRMS (Student of the Quarter)***
- c. Salma Manuser- NRHS (Student of the Quarter)***

6. BOARD TO CONDUCT A PUBLIC HEARING TO OBTAIN PUBLIC COMMENT(S) ON SPENCER PARKS & RECREATION MASTER PLAN.

- 7. BOARD TO CONDUCT A PUBLIC HEARING TO OBTAIN PUBLIC COMMENT(S) ON NORTH CAROLINA PARKS & RECREATION TRUST FUND GRANT APPLICATION. – (Attachment 3)**
- 8. PUBLIC COMMENT** *This agenda item is included to allow input to the Board of Aldermen from any citizen who wishes to address the Board without requesting to be on the agenda. Those who wish to address the Board of Aldermen are required to provide their name, address, and topic to be addressed. The Board will only listen and not respond but may decide to place a topic on a future agenda. A speaker will be allowed 3 minutes to speak.*
- 9. CONSENT AGENDA** *(The Consent Agenda is the first order of business. Items listed are believed to be non-controversial and are administrative in nature. There will be no separate discussion of the items unless an Alderman request or a citizen request and is granted permission to speak. The item(s) then will be removed from the Consent Agenda and considered individually. Otherwise, all items will be enacted by one motion).*
- 10. CONSIDER ADOPTING TEXT AMENDMENT TO CODE OF ORDINANCE 22- 009 SFR-2 REZONING DIMENSIONAL STANDARDS RESOLUTION -(Attachment 1)**
- 11. CONSIDER ADOPTING TEXT AMENDMENT TO CODE OF ORDINANCE 22-008 IND ZONING CLASSIFICATION – (Attachment 2)**
- 12. CONSIDER ADOPTING SPENCER PARKS & RECREATION MASTER PLAN AND RECEIVING PRESENTATION.**
- 13. CONSIDER APPROVING NORTH CAROLINA PARKS & RECREATION TRUST FUND GRANT APPLICATION. – (Attachment 3)**
- 14. CONSIDER ADOPTING TEXT AMENDMENT TO CODE OF ORDINANCE 22- 007- NO PARKING IN YARD– (Attachment 5)**
- 15. CONSIDER ADOPTING TEXT AMENDMENT TO CODE OF ORDINANCE 22-010 ADDING WATER/SEWER MAIN EXTENSION POLICY- (Attachment 6)**
- 16. CONSIDER ADOPTING BUDGET AMENDMENT ORDINANCE 22-005 – 8TH STREET BALL PARK (Attachment 7)**
- 17. CONSIDER ADOPTING BUDGET AMENDMENT ORDINANCE 22-006- AUTO INSURANCE REIMBURSEMENT (Attachment 8)**
- 18. CONSIDER ACCEPTING A 2021 BYRNE JUSTICE ASSISTANCE GRANT FROM NCDPS AND CONSIDER ADOPTING AN ASSOCIATED BUDGET ORDINANCE 22-007 (Attachment 9)**
- 19. CONSIDER ADOPTING A RESOLUTION ESTABLISHING A NEW SPENCER HISTORIC PRESERVATION INCENTIVE GRANT PROGRAM – (Attachment 10)**
- 20. DEPARTMENTAL REPORTS – (Attachment 11)**
 - a. Planning*

- b. Code Enforcement*
- c. Police*
- d. Fire*
- e. Public Works*
- f. Finance*
- g. Library*

21. TOWN MANAGER REPORT – (Attachment 12)

22. REQUESTS & COMMENTS BY THE MAYOR AND BOARD MEMBERS

23. EXECUTIVE SESSION PER NC GENERAL STATUTE 143-318.11 (IF NEEDED)

24. ADJOURNMENT

8. EXECUTIVE SESSION PER NC GENERAL STATUTE 143-318.11 (IF NEEDED)

9. ADJOURNMENT

AGENDA ITEM

Council Meeting Date: 04/12/2022

Agenda Item No: TBD	SFR-2 Rezonings
Issue under Consideration:	<i>Rezoning 48 properties from SFR-2 to SFR-3, 9 properties from SFR-2 to RMST, and one property from CIV to RMST</i>
Current Status:	Current properties are currently classified as legal nonconforming uses due to lot size or width.
Points to Consider:	Rezoning will make lots conforming.
Financial Impact:	none
Options:	1) <i>Vote to adopt the rezonings as suggested</i> 2) <i>Vote to delay approval if board has unanswered concerns</i>
Recommendations:	<i>Vote to adopt staff recommended rezonings. If Board has questions or concerns, have staff & Planning Board address those and return with additional amendments if needed.</i>
Department:	PLANNING & DEVELOPMENT SERVICES

ACTION TAKEN BY THE BOARD OF ALDERMEN

Motion Made By:

- ☐ B. Bish
☐ S. Hovis
☐ S. Miller
☐ S. Morgan
☐ P. Secreast
☐ P. Sledge

Motion Seconded By:

- ☐ B. Bish
☐ S. Hovis
☐ S. Miller
☐ S. Morgan
☐ P. Secreast
☐ P. Sledge

Results of Voting

For: _____
Against: _____

Passes: _____
Fails: _____



MEMO

Date: 2.24.22 (Revised 3.10.22)

RE: SFR-2 Dimensional Standards Resolution

Narrative:

As explained in my memo dated 1.25.22 titled *SFR-2 Dimensional Standards*, a property owner requested a subdivision of his property so he could build a second house. The request was denied because the new lot would not meet the dimensional standards of the SFR-2 zoning classification in effect where the subdivision was requested. The property owner pointed out that there were several homes built in his neighborhood smaller than what the SFR-2 classification required. Our initial investigation of this claim proved it to be true. With direction from the Board of Aldermen, staff did a review of all currently properties zoned SFR-2 in the town's municipal limits and ETJ.

A total of 472 properties were examined for lot width and lot size. The SFR-2 zoning classification requires a minimum lot size of .40 acres and a minimum width of 72 feet. Of the 472 properties examined, 81 properties (17.2%) were found to either not meet lot width or lot size restrictions in the SFR-2 classification.

Of the 81 properties examined, 23 of the properties were owned by the same property owner. It appeared that in most cases, the homeowners had purchased two or more adjacent lots and then built their homes and accessory buildings on one or both and had never taken the time, trouble and expense of "recombining" their lots into a single property. Since this is a real and simple solution available to the property owners at their discretion, we suggest leaving these properties zoned SFR-2.

For the other 58 properties, we are suggesting rezoning 48 to the SFR-3 zoning classification (.26-acre lot size, 60' lot width) and 9 to the RMST zoning classification (.115 acre lot size, 42' lot width) and one from CIV to RMST. These rezonings would bring these lots into compliance with the dimensional requirements of our Development Ordinance.

We will also suggest rezoning the parcel that started this review from SFR-2 to SFR-3 and working with the property owner to allow him to subdivide his property.

The following charts shows the properties broken down by solution type and shows parcel number, lot width, lot size, current use, address and suggested solution.

Rezone SFR-3 and Subdivide						
038 047	175	.60 AC	house	205	ANNE	SFR-3
Let Owner Combine						
324 057	78	.20 ac	house	617	HAWKINSTOWN	COMBINE
324 056A	0	.82 AC	empty	0	HAWKINSTOWN	
324 056	78	.22 AC	house	615	HAWKINSTOWN	COMBINE
324 261	0	.91 ac	empty	0	HAWKINSTOWN	
324 219	50	.2 AC	house	111	HAWKINSTOWN LOOP	COMBINE
324 266	50	.2 AC	house	111	HAWKINSTOWN LOOP	
324 265	46	.2 AC	house	111	HAWKINSTOWN LOOP	
324 090	148	.66 AC	empty	0	HAWKINSTOWN LOOP	COMBINE
324 181	0	.66 AC	empty	0	HAWKINSTOWN LOOP	
324 182	0	.66 AC	empty	0	HAWKINSTOWN LOOP	
324 183	0	.66 AC	empty	0	HAWKINSTOWN LOOP	
323A018	104	.36 AC	house	1920	GRUB FERRY	COMBINE
323A087	25	.11 AC	house	1920	GRUB FERRY	
037 028	216	.97 AC	empty	185	PINECROFT	COMBINE
037 036	63	.46 AC	empty	201	PINECROFT	
037 013	50	.17 AC	SHED	0	OAKWOOD	COMBINE
037 012	150	.51 AC	house	502	OAKWOOD	
046 001	100	.39 AC	SHED	0	SOWERS FERRY	COMBINE
045 006	149	.59 AC	house	202	SOWERS FERRY	
038 002	100	.28 AC	house	211	SOWERS FERRY	COMBINE
038 001	134	.80 AC	house	0	SOWERS FERRY	
324 267	47	0.19 ac	empty	0	Hawkistown Loop	COMBINE
324 093	0	2.34 ac	empty	0	HAWKINSTOWN LOOP	
Rezone SFR-3						
030 197	100	.28 AC	house	112	W 17th	SFR-3
030 011	100	.39 AC	house	202	W 17th	SFR-3
030 178	120	.39 AC	house	208	W 17th	SFR-3
324 123	108	.39 AC	house	118	HAWKINS AVE	SFR-3
324 202	85	.33 AC	house	116	HAWKINS AVE	SFR-3
324 142	96	.37 AC	house	1007	HAWKINSTOWN	SFR-3
324 101	104	.3 AC	house	906	HAWKINSTOWN	SFR-3
324 217	124	.25 AC	house	809	HAWKINSTOWN	SFR-3
324 088B	70	.32 AC	house	125	HAWKINSTOWN LOOP	SFR-3
324A031	75	.30 AC	empty	0	TABOR	SFR-3
324A00801	150	.34 AC	empty	0	TABOR	SFR-3

037 020	100	.38 AC	empty	0	PINECROFT	SFR-3	
036A137	100	.37 AC	empty	0	PINECROFT	SFR-3	
036A082	100	.37 AC	house	403	PINECROFT	SFR-3	
036A095	100	.35 AC	house	401	PINECROFT	SFR-3	
036A122	130	.34 AC	house	0	CHARLES	SFR-3	
037 042	100	.34 AC	house	504	OAKWOOD	SFR-3	
037 019	162	.34 AC	empty	0	OAKWOOD	SFR-3	
037 029	211	.27 AC	empty	0	OAKWOOD	SFR-3	
037 009	100	.34 AC	house	400	OAKWOOD	SFR-3	
036A116	100	.39 AC	house	412	FORESTDALE	SFR-3	
036A114	100	.39 AC	house	414	FORESTDALE	SFR-3	
036A005	100	.39 AC	empty	0	FORESTDALE	SFR-3	
036A130	120	.39 AC	house	409	N ROWAN AVE	SFR-3	
036A131	100	.39 AC	house	413	N ROWAN AVE	SFR-3	
036A007	118	.39 AC	house	417	N ROWAN AVE	SFR-3	
038 055B	75	.37 AC	empty	0	HERMAN	SFR-3	
038 055	75	.36 AC	house	112	HERMAN	SFR-3	
038 048	77	.26 AC	house	201	ANNE	SFR-3	
038 049	100	.34 AC	house	103	ANNE	SFR-3	
038 094	75	.26 AC	house	202	ANNE	SFR-3	
038 115	75	.25 AC	house	200	ANNE	SFR-3	
038 021	150	.34 AC	house	102	ANNE	SFR-3	
038 023	90	.31 AC	house	1003	ELIZABETH	SFR-3	
038 024	100	.34 AC	house	1005	ELIZABETH	SFR-3	
038 025	100	.34 AC	house	1011/0	ELIZABETH	SFR-3	
046 032	100	.35 AC	house	106	SOWERS FERRY	SFR-3	
038 110	0	.39 AC	house	1014	N SALISBURY	SFR-3	
038 096	62	.26 AC	house	1110	N SALISBURY	SFR-3	
038 102	62	.26 AC	house	1112	N SALISBURY	SFR-3	
038 0660	62	.25 AC	house	1116	N SALISBURY	SFR-3	
046 019	62	.25 AC	house	1118	N SALISBURY	SFR-3	
046 021	50	.20 AC	house	1200	N SALISBURY	SFR-3	
046 020	50	.20 AC	house	1202	N SALISBURY	SFR-3	
051 002	100	0.36 AC	empty	0	CLYDE	SFR-3	
051 006	95	.32 AC	empty	0	FIVE ROW	SFR-3	
051 007	105	.27 AC	house	160	FIVE ROW	SFR-3	

030 063	50 .22 AC	house	1512	S SALISBURY	RMST	
030 061	50 .22 AC	HOUSE	1504	S SALISBURY	RMST	
030 060	50 .22 AC	house	1502	S SALISBURY	RMST	
030 059	50 .22 AC	house	1500	S SALISBURY	RMST	
324A024	50 .20 AC	house	1006	HAWKINSTOWN	RMST	
044 059	50 .19 AC	house	1375	ADAMS	RMST	
038 0250	50 .17 AC	house	1007	ELIZABETH	RMST	
051 005	67 .18 AC	empty	364	FIVE ROW	RMST	
036 032A	50 0.18	empty	308	CAIN	RMST	

MEMO

Date: 3.16.22

To: Board of Aldermen

From: Steve Blount

RE: Suggested Motion Language- SFR-2 Issue

SFR-2 Zoning Classification Revisions

I move to approve the zoning recommendations made by staff in their 2.24.22 (revised 3.10.22) MEMO titled *SFR-2 Dimensional Standards Resolution*, **rezoning 48 properties from SFR-2 to SFR-3, rezoning 9 properties from SFR-2 to RMST, and one property from CIV to RMST.**

I also move to adopt a statement of consistency stating that we find this action to be generally consistent with the Town's Comprehensive Land Use Plan, is reasonable and in the public interest. We find that this text amendment supports the specific Plan goals of "Protecting Existing Neighborhoods".

TOWN OF SPENCER, NORTH CAROLINA

AN ORDINANCE TO AMEND the Town's Official Zoning Map dated April 12, 2022, rezoning 48 properties as listed below from SFR-2 to SFR-3, 9 properties from SFR-2 to RMST, and one property from CIV to RMST;

ORDINANCE 22-009

WHEREAS, during a review of properties and zoning classifications, the Town discovered that a number of properties zoned SFR-2 were not in compliance with either the width or lot size limitations of the Town's Development Ordinance; and

WHEREAS, most of these properties are already built upon and they are now considered legal non-conforming lots, a designation that while not causing immediate problems might impose some limitations in the future; and

WHEREAS, the zoning classifications were imposed on these properties during adoption of a new Development Ordinance and Zoning Map and these properties were likely in compliance when zoning regulations were originally adopted or when these lots were created; and

WHEREAS, the new zoning classification suggested do not change the use of the property from residential but only impose slightly less restrictive width or lot size requirements, making these lots conforming in nature;

NOW, THEREFORE, BE IT ORDAINED by the Board of Aldermen of the Town of Spencer, North Carolina, that:

Section 1.

The Town's Official Zoning Map dated April 12, 2022, will be revised as follows:

Classification changed to SFR-3 for the following parcels

038 047	030 197	030 011	030 178	324 202	324 142	324 101
324 217	324 088B	324A031	324A00801	037 020	036A137	036A082
036A095	036A122	037 042	037 019	037 029	037 009	036A116
036A114	036A005	036A130	036A131	036A007	038 055B	038 055
038 048	038 049	038 094	038 115	038 021	038 023	038 024
038 025	046 032	038 110	038 096	038 102	038 0660	046 019
046 021	046 020	051 002	051 006	051 007	036 032A	

Classification changed to RMST for the following parcels

030 063	030 061	030 060	030 059	324A024
044 059	038 02501	051 005	036 032A	030 064

Section 2. This ordinance shall become effective immediately upon adoption.

Adopted this 12th day of April, 2022.

Jonathan Williams, Mayor

Stacy Craven, Town Clerk

AGENDA ITEM

Council Meeting Date: 04/12/2022

Agenda Item No: TBD	IND Zoning Classification Text Amendment
Issue under Consideration:	<i>Adopt text amendment to Development Ordinance adding SIC code 2840 (Soaps & Cosmetics) as use by right in IND classification to Table of Uses 8.1</i>
Current Status:	This use is currently not allowed in IND zoning classification
Points to Consider:	Existing industry can not expand operation as legal nonconforming use. Text amendment recommended by Planning Board
Financial Impact:	none
Options:	1) <i>Vote to adopt Development Ordinance text amendment as presented</i> 2) <i>Vote to delay approval if board has unanswered concerns</i>
Recommendations:	<i>Vote to adopt staff recommended text amendments to Development Ordinance. If Board has questions or concerns, have staff & Planning Board address those and return with additional amendments if needed.</i>
Department:	PLANNING & DEVELOPMENT SERVICES

ACTION TAKEN BY THE BOARD OF ALDERMEN

Motion Made By:

- ☐ B. Bish
- ☐ S. Hovis
- ☐ S. Miller
- ☐ S. Morgan
- ☐ P. Secreast
- ☐ P. Sledge

Motion Seconded By:

- ☐ B. Bish
- ☐ S. Hovis
- ☐ S. Miller
- ☐ S. Morgan
- ☐ P. Secreast
- ☐ P. Sledge

Results of Voting

For: _____
 Against: _____
 Passes: _____
 Fails: _____



MEMO

Date: 2.28.22

To: Planning Board

From: Steve Blount

RE: IND Zoning Classification Text Amendment

Narrative:

In a previous memo I explained that during a site plan review for an existing industry, we found that their site was nonconforming and thus a planned expansion could not be allowed under our new development ordinance. Luckily, the prospect had started their site plan review under the old ordinance and thus, due to a specific allowance under NCGS 160d, they were allowed to continue their review under the old ordinance standards and be approved.

Moving forward, we suggested in the memo and in a subsequent presentation to the Board of Aldermen that a complete review of our existing industries and their compliance under our new development ordinance was needed to avoid this problem in the future. While this review is not complete, understanding that Innospec has further expansion plans for their current site and other as yet undeveloped property, we feel it would be prudent to consider a preliminary text amendment to the Development Ordinance subject to additional revisions in the future if required for the following reasons:

1. They are currently zoned IND
2. Under the table of uses in Chapter 8 of the Development Ordinance, "Soap and Cosmetics" (SIC 2840) is not an allowed uses in the IND classification.
3. While this SIC use is acceptable in the "Heavy Industry Overlay" (HIO) zoning classification, the setback requirements would still render their existing site nonconforming.
4. To the best of our knowledge, there have been no complaints from adjacent property owners during the life of this project.

Based on this logic, we are suggesting that the Planning Board recommend approval of a text amendment to the Development Ordinance, specifically modifying Table 8.1, Section 2, "Soaps and Cosmetics" (SIC 2840) an *acceptable use with additional standards A (10.1-37)*. This additional standard relates to outdoor storage buffering requirements.

As time allows, staff plans to do a more extensive review of both the IND and HIO zoning standards and may suggest additional modifications when that sturdy is complete.

MEMO

Date: 3.16.22

To: Board of Aldermen

From: Steve Blount

RE: Suggested Motion Language- IND Issue

IND Table of Uses Amendment

I move to approve the modification of the Table of Uses, Table 8.1, making **Soaps and Cosmetics (SIC 2840) an acceptable use with additional standards (10.1-37)** per staff's recommendation in their MEMO dated 2.28.22 titled *IND Zoning Classification Text Amendment*."

I also move to adopt a statement of consistency stating that we find this action to be generally consistent with the Town's Comprehensive Land Use Plan, is reasonable and in the public interest. We find that this text amendment supports the specific Plan goals of "Facilitating commerce and industries within Spencer".

TOWN OF SPENCER, NORTH CAROLINA

AN ORDINANCE TO AMEND the Town's *Development Ordinance* adopted June 8, 2021, specifically amending Table of Uses, Table 8.1 as specified below;

ORDINANCE 22-008

WHEREAS, in 2021, the Town adopted a revised *Development Ordinance* that included a Table of Uses designated Table 8.1; and

WHEREAS, in the IND (Industrial) zoning classification of that table, SIC code 2840, *Soaps and Cosmetics*, was not listed as a Use by Right or an acceptable use with additional standards; and

WHEREAS, after review, it is thought that this use should be allowed with Additional Standards, those specified in section 10.1-37 concerning outdoor storage; and

WHEREAS, this amendment will not reduce other restrictions imposed by the Development Ordinance nor will it impose undue hardships on any adjacent properties surrounding those such zoned;

WHEREAS, this amendment will help support existing businesses and encourage new industrial development in and around the Town of Spencer:

NOW, THEREFORE, BE IT ORDAINED by the Board of Aldermen of the Town of Spencer, North Carolina, that:

Section 1.

The Table of Uses, Table 8.1 in the Town's Development Ordinance adopted June 8, 2021, will be amended as follows:

The intersection of Row listed Soaps and Cosmetics (SIC 2840) and Column listed IND will be revised from blank (indicating not allowed) to **S (10.1-37)** (indicating allowed with additional standards).

Section 2. This ordinance shall become effective immediately upon adoption.

Adopted this 12th day of April, 2022.

Jonathan Williams, Mayor

Stacy Craven, Town Clerk

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date(s): 4/7/2022
4/12/2022

(Attach relevant documentation)

Issue under Consideration:	Public hearings and adoption of 2022 Spencer Parks & Recreation Master Plan and Parks & Recreation Trust Fund (PARTF) grant applications,
Current Status:	Staff and Benesch (consultant) have conducted meetings relevant to the master plan and a concept plan for a town park. Public hearings and approval by the Board are essential to submittal of the PARTF application.
Points to Consider:	Numerous meetings have taken place on both items. A community wide survey was conducted to garner public input.
Financial Impact:	The PARTF grant program provides a matching grant up to \$500,000 based on the project budget.
Options:	Approve, deny or defer.
Recommendations:	Conduct two (2) public hearings. Consider adoption of the recreation master plan and PARTF grant application
Department:	Administration / Special Projects

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

MEMORANDUM

March 21, 2022

To: Peter Franzese, Town Manager
Stacy Craven, Town Clerk
From: Joe Morris, Special Projects Planner
Re: Council Agenda Items – April

The preliminary application (technical review) for the Parks and Recreation Trust Fund (PARTF) grant was submitted by Benesch on March 15, 2022. The final application is due on May 2, 2022. In advance of the final application submittal, and in order to comply with PARTF grant criteria, the Town is required to receive public input on; (1) the proposed 2022 Spencer Parks and Recreation Master Plan and, (2) the Parks and Recreation Trust Fund grant application. The purpose of this memorandum is to outline the agenda items for the April 7, 2022 Pre-Agenda Meeting and the April 12, 2022 Regular Meeting of the Town of Spencer Mayor and Board of Aldermen.

April 7, 2022 Pre-Agenda Meeting

Presentations will be made by Jeff Ashbaugh and Jon Wood of Benesch on; (1) the proposed 2022 Spencer Parks Recreation Master Plan and, (2) the proposed Parks and Recreation Trust Fund Grant Application. Preliminary results from the community-wide survey will be available as part of the presentations.

The Mayor and Board of Aldermen will conduct separate public hearings on; the proposed 2022 Spencer Parks Recreation Master Plan and, (2) the proposed Parks and Recreation Trust Fund Grant Application.

April 12, 2022 Regular Meeting

Presentations will be made by Jeff Ashbaugh and Jon Wood of Benesch on; (1) the proposed 2022 Spencer Parks Recreation Master Plan and, (2) the proposed Parks and Recreation Trust Fund Grant Application. Preliminary results from the community-wide survey will be available as part of the presentations.

The Mayor and Board of Aldermen will conduct separate public hearings on; the proposed 2022 Spencer Parks Recreation Master Plan and, (2) the proposed Parks and Recreation Trust Fund Grant Application.

Proposed Board Council Actions

1. Board to consider adoption of the 2022 Spencer Parks and Recreation Master Plan
2. Board to consider adoption of the 2022 Spencer Parks and Recreation Trust Fund Grant Application

MINUTES

**Town of Spencer
Board of Aldermen
Pre-Agenda Meeting
March 3, 2022**

The Town of Spencer Board of Aldermen met at Spencer Town Hall in regular session on March 3, 2022, at 5:32 p.m. to conduct a pre-agenda meeting.

Present were:

- Mayor Jonathan Williams
- Mayor Pro Tempore Patricia Secreast
- Alderman Steve Miller
- Alderman Andrew Howe
- Alderwoman Patricia Sledge
- Alderman Sam Morgan
- Alderman Rashid Muhammad

Also present were: Town Manager Peter Franzese, Town Clerk Stacy Craven, Code Enforcement Officer James Osborne, Public Works Director Joel Taylor, Planning & Zoning Administrator Steve Blount, Acting Police Chief Mike File, and Special Projects Planner Joe Morris.

Mayor Williams called the meeting to order, offered the invocation, and led the *Pledge of Allegiance*.

REVIEW OF AGENDA ITEMS

The board reviewed the March 8, 2022, draft agenda and took the following actions by consensus:

- Moved Minutes items to *Consent Agenda*.

Actions

ADDITIONS/ DELETIONS AND ADOPTION OF AGENDA

Alderman Howe spoke to drafting a resolution to support non-partisan municipal elections to add for consideration of the Board for the agenda.

RECOGNITIONS

Alderman Miller spoke to add Rusty Miller- Friends of 8th Street Park for recognition.

DEPARTMENTAL REPORTS

Planning & Zoning Administrator Steve Blount addressed the Board on the need for direction and policy on future expansion and extension of water and sewer services for new development. Public Works Director Joel Taylor spoke to the Board on stormwater issue at end of Cain Street and North Rowan Avenue Extension. A contractor hit a water line and it was discovered that water was running under the street, missing the catch basin. Repairs will be needed the road could possibly collapse. This correction approach would replace the catch basin and tie in with live water stream across the street, replace

boxes on both sides, remove the old pipe and replace with pipes which Staff has on hand. This can assist in keeping the cost down. At worst case scenario this could cost \$24,000 in capital funding. We may use Powell Bill funds for this project, although it would take half of the funds. We could move street paving to next fiscal year. Street closure for repairs only impacts one home.

Action

No action taken at this time; however, the Board is in consensus of spending Powell Bill funds for this project.

Special Projects Planner Joe Morris briefly addressed the beginnings of a partnership with the City of Salisbury for an application to the Soil and Water Conservation Department for stream remediation funding coming from the State and Federal governments to prevent flooding.

ADJOURNMENT

Alderman Muhammad moved to adjourn the meeting. Mayor Pro Tempore Secreast seconded the motion which carried by a vote of 6-0. The meeting was adjourned at 6:17 p.m.

Approved by:

Attest:

Jonathan D. Williams
Mayor

Stacy Craven
Town Clerk

MINUTES

Town of Spencer Board of Aldermen Regular Meeting March 8, 2022

The Town of Spencer Board of Aldermen met at Spencer Town Hall in regular session on March 8, 2022, at 6:00 p.m.

Present were: Mayor Jonathan D. Williams
Mayor Pro Tempore Patricia Secreast
Alderman Steve Miller
Alderman Sam Morgan
Alderwoman Patricia Sledge
Alderman Rashid Muhammad

Absent: Alderman Andrew Howe

Also, present were: Town Manager Peter Franzese, Town Clerk Stacy Craven, Code Enforcement Officer James Osborne, Fire Chief Michael Lanning, Public Works Director Joel Taylor, Planning & Zoning Administrator Steve Blount, and Sgt. Mike File. Special Projects Planner Joe Morris & NC Fellow Student Skye Allan attended via digital means.

Mayor Williams called the meeting to order. Scouts led the *Pledge of Allegiance*. Mayor ProTempore Secreast offered the invocation.

ADJUSTMENTS TO AND ADOPTION OF AGENDA

Alderwoman Sledge moved to remove agenda item *Consider adopting a code text amendment, ordinance 22-006 adding water/sewer main extension policy- attachment 4*.

Mayor Pro Tempore Secreast moved to approve the agenda. Alderman Muhammad seconded the motion which carried by a vote of 5-0.

RECOGNITIONS

Alderman Miller recognized Rusty Miller & Friends of 8th Street Ball Park for their accomplishments and efforts in updating the ballpark. Rusty briefed the Board on the process it has taken and the thoughts behind updating the ballpark. There are phases laid out for the renovations and the first phase is approximately \$53,000; with phase 2 improvements coming in around \$150,000 with a 2-3 year timeframe.

PUBLIC COMMENT

Mayor Williams opened the floor to receive public comment.

Julie Joslin (305 3rd St) spoke to the Board on her concern of pedestrian safety at the four corners of the Library Park area consisting of: "3rd Street, S Rowan Ave, 4th Street, & Carolina Ave" Roads (drawing of area attached). She fears that something bad may happen to a pedestrian in the area. With warmer temperatures ahead, foot traffic increases and with no sidewalk on one side of the corners pedestrian safety is a concern. Vehicles speed in the area due to the distance between the stop signs. She is

requesting a four way stop at each of the four corners listed above and displayed in the drawing to help minimize the risk posed to pedestrian safety.

Leslie Ann Talbott (308 N Salisbury Ave) spoke to the Board on pedestrian safety and sidewalks in her area. She noticed there is a sign that states a \$5,000 fine for walking in the street but the sign is where there is no sidewalk. You have to zig zag to walk sidewalks in the area and fears pedestrian safety is at risk having to do so. She informed the Board that a brochure for a walking tour of the Historic District had been on the Town's former website, but since the website update there is no access to this information.

Betsy Mowery (Transportation Museum) reported that the mask mandate has been lifted and the Museum is planning a 4th of July firework show for all to see. The cost has increased since last year and they are seeking half of the cost from the Town. She has identified the amount of \$6,000 and is requesting \$3,000 from the Board. The firework show will be on July 2, 2022 the gates will open at 7:00 p.m. with events happening up until the 9:00 hour when the firework show begins FREE of charge to all in attendance.

Being no one else present for comments, public comment section was closed.

APPROVAL OF MINUTES

Alderman Morgan moved to approve the consent agenda containing the minutes from February 3, 2022, Pre-Agenda meeting and February 8, 2022, Regular Agenda meeting and February 8, 2022, Closed Session meeting. Alderwoman Sledge seconded the motion which carried by a vote of 5-0.

CONSIDER RECEIVING UPDATE ON FYE2021 AUDIT FROM RH CPAs AND CONSIDER AMENDING THE AUDIT CONTRACT

CPA Nick Wicker briefed the Board on the specifics of the audit and the action needed to grant an extension. He explained that they had some delays due to no electronic formats of the previous audit and that there were some staffing issues some due to COVID-19 and some in general. He expects to have the draft to John Sofley soon (within a week) and once John reviews the audit and approves Nick will then submit to LGC for their review/ approval.

Action

Alderman Muhammad moved to approve amending the Audit Contract. Alderwoman Sledge seconded the motion which carried by a vote of 5-0.

CONSIDERATION OF CHANGING S SPENCER AVE ROAD NAME

Planning & Zoning Administrator Steve Blount briefed the Board on determining addresses for several new homes and in working with Rowan County 911 system a way was discovered to correct the issue by changing a portion of S. Spence Avenue to Meadow Street and now seeking the Board's approval for the name change of the road. This change will affect four property owners who have already been identified and informed. Staff will notify the appropriate channels for making the address change(s) for the property owners.

Action

Alderman Morgan moved to approve the changing of the road name from S Spencer Avenue to Meadow Street. Mayor Pro Tempore Secrest seconded the motion, which carried by a vote of 5-0.

CONSIDER ADOPTING BUDGET AMENDMENT ORDINANCE 22-004

Town Manager Franzese briefed the Board that a local donation was received for the purposes of book purchases in the amount of \$500.00 to the Library. Requesting that the Board adopts the funds for the Library budget to increase budget item line 10-6110-495 books in the amount of \$500.

Action

Alderwoman Sledge moved to adopt the \$500 donated funds. Alderman Morgan seconded the motion, which carried by a vote of 5-0.

DEPARTMENTAL REPORTS

Planning Department

Planning & Zoning Administrator Steve Blount gave the monthly Planning report.

Code Enforcement Department

Code Enforcement Officer James Osborne gave the monthly Code Enforcement report; Discussed the materials distributed in packet and that he is now starting to receive portal complaints. Lawn parking is still an issue of concern and the Board will await for Steve Blount to draft an ordinance to assist in addressing this.

Police Department

Police Sergeant Mike File gave the monthly Police Department report. He briefed the Board that the department has completed 180 school checks for the month and addressed about 1,200 events. Looking to possibly have at least 2 new officers on Staff. Board asked on update of Police Chief application process and was informed that the goal is to review applications by the end of the month.

Fire Department

Fire Chief Michael Lanning gave the Fire Department report; reporting that there was a slight decrease in the call volume. Coffee with the Fire Chief was cancelled for the month. Working with Joel Taylor to get the ladder engine truck sold. Reported that Engine 751 has a problem with broken shock mount and is requiring immediate repair. Reported to Board that there is an outlined timeframe for hiring of the Fire Lieutenants with April 14th being the interview with Chief date. A request to apply for grant funding for the Fire Department was presented to the Board for \$10,000 COVID and \$35,000 State grants with no match required. The Board consensus was to allow for applying for both funding opportunities.

Public Works Department

Public Works Director Joel Taylor gave the monthly Public Works Department report; Leaf vac will resume normal route for Spring cleanup 3/14/2022 through 4/14/2022. Spring Mulch giveaway will be on May 7th for the citizens of Spencer with the option of delivery for in-town residents only at \$10.00 with a max of 3 loads per address. CCAP update is that the ability to work around the one resident that has not been in communication with the Town is possible and has the consent of the other homeowners. Possible meeting date of 3/11/22 with homeowners and construction to follow, given that the property owners agree. Joel also informed the Board that he will work with Leslie Talbott to address the sidewalk concern she mentioned of during the public comment period. The Board asked about crosswalks in Library area and was informed they are only at the school areas and that a petition request can be made to the DOT for possible makings of a four-way stop sign on all four corners or crosswalks for pedestrian safety.

Finance Department

Manager Franzese gave the monthly Finance Department report; Revenues running ahead of expenditures as of now.

Library Report

Town Clerk Stacy Craven gave the monthly Library report; On March 23rd the Library will host a Dr. Suess' Birthday party for children with stories, crafts, and the making of Oobleck starting at 3 p.m. The upcoming outdoor Spring Festival will be on May 7th with the theme of Fabulous Fifties and there will be performers and vendors so bring your lawn chairs and be prepared for entertainment and a day on the lawn from 3:00 p.m.- 7:30 p.m. The Board requested that Staff send a thank you letter to the donor.

TOWN MANAGER REPORT

Manager Franzese gave his monthly report. On March 23rd at 6:30 p.m. there will be a community forum for the Chief Advisory Board (CAB) as they are looking for new members and they would like the input of other citizens and to meet Police Staff in the Board Room. Salisbury Rowan Utilities (SRU) will be discontinuing drop box services on April 1st. Another means of communication has been added to allow for citizens to text and get information.

Special Projects Planner Joe Morris presented to Board via zoom on two options of Town Park drafted by Benesch from community input. The consensus of the Board is Option 1 (print out attached). Additional public input coming up March 21st. Public hearings to be conducted on April 7th and April 12th meeting dates. March 30th idea of an evening forum for public interaction/ feedback for future of Spencer. The Yadkin River Trailhead project is expecting plans any day and may be late May- early June for groundbreaking and the Fall for grand opening.

NC Fellow Student Skye Allan presented to Board via zoom on grant opportunity just made aware of Z. Smith Reynolds with an amount of \$2 million dollars to be awarded to recipients of untold or under told stories of culture. Outdoor photography/ murals/ Rowan/ NC Arts Council also has a funding opportunity museum history of civil rights in this area. Five stages will occur with projects and can use the funds for artist labor, relocation, trail connections/ greenway, and mural walk with \$0 match. Requesting the Board permission to submit a letter of intent to apply for grant funding. The consensus of the Board was to allow for submission of letter of intent for the grant opportunity.

CONSIDER ADOPTING A RESOLUTION IN SUPPORT OF NON-PARTISAN MUNICIPAL ELECTIONS

Mayor Williams read aloud resolution 22-006 drafted by Alderman Howe to support non-partisan municipal elections. This resolution addresses the concern posed by making municipal elections partisan and each member of the Board expressed their feedback on the need for the resolution.

Action

Alderman Muhammad moved to adopt resolution 22-006 in support of non-partisan municipal elections. Alderman Morgan seconded the motion, which carried by a vote of 5-0.

REQUESTS & COMMENTS BY THE MAYOR AND BOARD MEMBERS

Mayor Pro Tempore Seareast:

- More efforts needed but don't discourage those that are trying and it's like a catch 22. Positive re-enforcement may be needed for more community spirit. However, I am happy about the park's efforts and Skye's ideas, and I think there is a lot of good going on. I know that code enforcement is a hard job and I just pray that we see more improvements.

Alderman Muhammad:

- Second Morgan that there are corrections needed. We have to keep the Town beautified in order for it not to decay or rot for attracting newcomers. Welcomed the Scouts to attending the Town's meeting. Concerned of the hiring process and discussed how he personally handed out applications, so let's be sure to hire qualified applicants.

Alderwoman Sledge:

- Spent last 2 weeks caregiving for family members; appreciates all work happening here in Spencer.

Alderman Miller:

- Thanked the Scouts for attending the meeting. The Town Manager sent us an email about the contacts for the state for the Charles Street issue, let's all contact them to get the street up to standards so that we can take ownership of this road. Disappointed with the Superintendent for no principal at North Rowan High School and our kids deserve the best educators. I appreciate the fill-in, but we need a permanent principal.

Alderman Morgan:

- This is in deference to Mr. Osborne and all the work that he's doing. However, in my opinion and those within the Town our code enforcement is still not nearly effective as it should be and for many it's almost nonexistence. The same problem properties that have plagued Spencer for decades are still plaguing us and same for homeowners. Not sure why it's still occurring with the problems being out in the open it's not hard to notice the violations. What's even more aggravating this is not the first time this has been addressed and for years and years the same keeps occurring. My personal gripes go all the way back to my first time as Alderman almost 20 years ago when Buddy Gettys and I tried to make enforcement an effective tool to get rid of these perpetual issues. All you have to do is drive slowly all over town and you can see this even on both ends of Salisbury Avenue as it has more than its fair share of violators. When you get off the main drag and start to carefully review is when you see all the problems and the extent of how bad things really are. They almost jump out at you everywhere. Drive along Elizabeth Ave and look at the trailers that have been sitting there for decades with no legal pressure to the property owners. Holmes salvage yard once crossing the tracks from East Spencer is just as bad. There are so many code violations and even near my home for over 20 years, there are residents that are keeping freezers/ refrigerators on the back of pick-up trucks for power sources. We have got to go after these people to bring the problems to a screeching halt. Nothing will get better if we don't handle this. I will continue to state my case until this is ended.

Alderman Howe:

- No comments.

Mayor Williams:

- Board Member liaison assignments need filling. Reviewed the different corporations/ organizations and assigned primary/ and alternate delegates for each focus area. All vacancies now filled, and Mayor has list.

ADJOURNMENT

Alderman Morgan moved to adjourn the regular meeting. Alderman Muhammad seconded the motion which carried by a unanimous vote of 5-0. The meeting stood adjourned at 8:43 p.m.

Approved by:

Attest:

Jonathan D. Williams
Mayor

Stacy Craven
Town Clerk

March 14, 2022

Rusty Miller
503 Faith Road
Salisbury NC 28146

To: Town of Spencer Mayor, Aldermen and Manager:

As many of you know, Willie Noles and Phip Sparger have served the Spencer Little League for a combined 100 years, approximately 50 years each. Their unselfish work has been done for the love of the game of baseball, the kids of Spencer and commitment to community service.

To this day, they still come out and do what they can to help Friends of Eighth Street Ballpark upgrade and repair our facilities. When the community thinks of youth baseball in Spencer, both Willie's and Phip's name comes up in conversation.

It is past time to recognize their service to their community and I as well as many others in the Town of Spencer have recommending naming the main field at Spencer's Eighth Street Ballpark the "Sparger Noles Field" to honor our hometown heroes.

We would like to honor them and have the sign above the scoreboard added and presented to them on a date to be determined as a community celebration of the ballpark upgrades. We are projecting a date in early June. It is just a small way to honor them and keep their legacy going.

Sincerely,

Rusty Miller

**A RESOLUTION ADOPTING
THE TOWN OF SPENCER, NORTH CAROLINA
2022 PARKS AND RECREATION MASTER PLAN UPDATE
RESOLUTION 22-006**

WHEREAS, the Mayor and Board of Aldermen of the Town of Spencer, as a representative, public entity, acknowledges the importance of parks and recreation, public trails, open space and recreational programming as an essential resource for achieving and maintaining community health, economic stability, and long-term community prosperity, and

WHEREAS, the Town of Spencer seeks to improve community access to recreational facilities and programs for purposes of physical and mental health is a fundamental component of community life, and

WHEREAS, the Town of Spencer aspires to the continued vitality and well-being of its citizens who value outdoor activity, scenic beauty, greenspace, alternative transportation, and character development through organized sports and team activities, and

WHEREAS, the Town of Spencer acknowledges the importance of good stewardship and proper management of open lands, waterways, greenspaces, trails and woodlands, and

WHEREAS, through education and proactive community engagement, including public open houses, community surveys, focus groups and meetings, a comprehensive plan update has been created to identify community expectations for parks and recreation facilities and programming.

NOW, THEREFORE, the Mayor and Board of Aldermen of the Town of Spencer, firmly and unanimously adopt this RESOLUTION ADOPTING THE TOWN OF SPENCER 2022 PARKS AND RECREATION MASTER PLAN UPDATE AS A GUIDING PUBLIC POLICY FOR THE IMPLEMENTAION AND DEVELOPMENT OF A ROBUST AND COORDINATED PARKS AND RECREATION PROGRAM OF FACILTIES AND SERVICES FOR THE RESIDENTS OF SPENCER AND SURROUNDING COMMUNITIES.

Adopted this day, the 12th day of April, 2022.

Jonathan Williams, Mayor

Stacy Craven, Town Clerk

**A RESOLUTION ADOPTING
THE TOWN OF SPENCER, NORTH CAROLINA
TOWN PARK MASTER PLAN
RESOLUTION 22-005**

WHEREAS, the Mayor and Board of Aldermen of the Town of Spencer, as a representative, public entity, acknowledges the importance of parks and recreation, public trails, open space and recreational programming as an essential resource for achieving and maintaining community health, economic stability, and long-term community prosperity, and

WHEREAS, the Town of Spencer seeks to improve community access to recreational facilities and programs for purposes of physical and mental health is a fundamental component of community life, and

WHEREAS, the Town of Spencer has adopted the 2022 PARKS AND RECREATION MASTER PLAN that aspires to the continued vitality and well-being of its citizens who value outdoor activity, scenic beauty, greenspace, alternative transportation, and character development through organized sports and team activities, and

WHEREAS, the Town of Spencer acknowledges the importance of good stewardship and proper management of open lands, waterways, greenspaces, trails and woodlands, and

WHEREAS, through education and proactive community engagement, including public open houses, community surveys, focus groups and meetings, a MASTER PLAN FOR TOWN PARK has been created to address community needs related to green space, passive recreation, walking paths, and unified community gathering place for events, performances, celebrations and other civic activities.

NOW, THEREFORE, the Mayor and Board of Aldermen of the Town of Spencer, firmly and unanimously adopt this RESOLUTION ADOPTING A MASTER PLAN FOR TOWN PARK.

Adopted this day, the 12th day of April, 2022.

Jonathan Williams, Mayor

Stacy Craven, Town Clerk

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date(s): 4/7/2022
4/12/2022

(Attach relevant documentation)

Issue under Consideration:	Public hearings and adoption of 2022 Spencer Parks & Recreation Master Plan and Parks & Recreation Trust Fund (PARTF) grant applications,
Current Status:	Staff and Benesch (consultant) have conducted meetings relevant to the master plan and a concept plan for a town park. Public hearings and approval by the Board are essential to submittal of the PARTF application.
Points to Consider:	Numerous meetings have taken place on both items. A community wide survey was conducted to garner public input.
Financial Impact:	The PARTF grant program provides a matching grant up to \$500,000 based on the project budget.
Options:	Approve, deny or defer.
Recommendations:	Conduct two (2) public hearings. Consider adoption of the recreation master plan and PARTF grant application
Department:	Administration / Special Projects

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

MEMORANDUM

March 21, 2022

To: Peter Franzese, Town Manager
Stacy Craven, Town Clerk
From: Joe Morris, Special Projects Planner
Re: Council Agenda Items – April

The preliminary application (technical review) for the Parks and Recreation Trust Fund (PARTF) grant was submitted by Benesch on March 15, 2022. The final application is due on May 2, 2022. In advance of the final application submittal, and in order to comply with PARTF grant criteria, the Town is required to receive public input on; (1) the proposed 2022 Spencer Parks and Recreation Master Plan and, (2) the Parks and Recreation Trust Fund grant application. The purpose of this memorandum is to outline the agenda items for the April 7, 2022 Pre-Agenda Meeting and the April 12, 2022 Regular Meeting of the Town of Spencer Mayor and Board of Aldermen.

April 7, 2022 Pre-Agenda Meeting

Presentations will be made by Jeff Ashbaugh and Jon Wood of Benesch on; (1) the proposed 2022 Spencer Parks Recreation Master Plan and, (2) the proposed Parks and Recreation Trust Fund Grant Application. Preliminary results from the community-wide survey will be available as part of the presentations.

The Mayor and Board of Aldermen will conduct separate public hearings on; the proposed 2022 Spencer Parks Recreation Master Plan and, (2) the proposed Parks and Recreation Trust Fund Grant Application.

April 12, 2022 Regular Meeting

Presentations will be made by Jeff Ashbaugh and Jon Wood of Benesch on; (1) the proposed 2022 Spencer Parks Recreation Master Plan and, (2) the proposed Parks and Recreation Trust Fund Grant Application. Preliminary results from the community-wide survey will be available as part of the presentations.

The Mayor and Board of Aldermen will conduct separate public hearings on; the proposed 2022 Spencer Parks Recreation Master Plan and, (2) the proposed Parks and Recreation Trust Fund Grant Application.

Proposed Board Council Actions

1. Board to consider adoption of the 2022 Spencer Parks and Recreation Master Plan
2. Board to consider adoption of the 2022 Spencer Parks and Recreation Trust Fund Grant Application

**A RESOLUTION ADOPTING
THE TOWN OF SPENCER, NORTH CAROLINA
2022 PARKS AND RECREATION TRUST FUND APPLICATION
FOR A TOWN PARK
RESOLUTION 22-004**

WHEREAS, the Mayor and Board of Aldermen of the Town of Spencer, as a representative, public entity, acknowledges the importance of parks and recreation, public trails, open space and recreational programming as an essential resource for achieving and maintaining community health, economic stability, and long-term community prosperity, and

WHEREAS, the Town of Spencer seeks to improve community access to recreational facilities and programs for purposes of physical and mental health is a fundamental component of community life, and

WHEREAS, the Town of Spencer has adopted the 2022 PARKS AND RECREATION MASTER PLAN that aspires to the continued vitality and well-being of its citizens who value outdoor activity, scenic beauty, greenspace, alternative transportation, and character development through organized sports and team activities, and

WHEREAS, the Town of Spencer acknowledges the importance of good stewardship and proper management of open lands, waterways, greenspaces, trails and woodlands, and

WHEREAS, through education and proactive community engagement, including public open houses, community surveys, focus groups and meetings, a comprehensive plan update has been created to identify community expectations for a TOWN PARK TO BE LOCATED IN DOWNTOWN SPENCER,

NOW, THEREFORE, the Mayor and Board of Aldermen of the Town of Spencer, firmly and unanimously adopt this RESOLUTION ADOPTING THE TOWN OF SPENCER'S 2022 NC PARKS AND RECREATION TRUST FUND APPLICATION.

Adopted this day, the 12th day of April, 2022.

Jonathan Williams, Mayor

Stacy Craven, Town Clerk

AGENDA ITEM

Council Meeting Date: 04/12/2022

Agenda Item No: TBD	Front Yard Parking Text Amendment
Issue under Consideration:	<i>Adopt text amendment to Code of Ordinances adding regulation of front yard parking on grass and dirt</i>
Current Status:	No Official Policy Exists. Policy deleted during adoption of ne Development Ordinance
Points to Consider:	Staff cannot enforce until ordinance is adopted
Financial Impact:	Cost of enforcement
Options:	<i>1) Vote to adopt Code of Ordinance text amendment as presented, 2) Send to Planning Board/staff for additional research and consideration based on specific Board concerns or questions</i>
Recommendations:	<i>Vote to adopt staff recommended text amendments to Code of Ordinances. If Board has questions or concerns, have staff & Planning Board address those and return with additional amendments if needed.</i>
Department:	PLANNING & DEVELOPMENT SERVICES

ACTION TAKEN BY THE BOARD OF ALDERMEN

Motion Made By:

- ☐ B. Bish
- ☐ S. Hovis
- ☐ S. Miller
- ☐ S. Morgan
- ☐ P. Secreast
- ☐ P. Sledge

Motion Seconded By:

- ☐ B. Bish
- ☐ S. Hovis
- ☐ S. Miller
- ☐ S. Morgan
- ☐ P. Secreast
- ☐ P. Sledge

Results of Voting

For: _____
Against: _____

Passes: _____
Fails: _____



MEMO

Date: 3.9.22
(revised 3.15.22)

To: Board of Aldermen, Staff

From: Steve Blount

RE: "No Parking in Yard" Text Amendment

Narrative:

At their March 8, 2022 board meeting, the Board of Aldermen asked that staff work quickly to amend our current Code of Ordinances in a way that would allow our Code Enforcement Officer to enforce a restriction on parking cars and other vehicles on the grass and/or dirt in the front yards on residentially zoned properties in our town. In response to that request, I have reviewed pertinent NC General Statutes (160A-296) related to this issue and examined similar ordinance language from other communities. Based on this review, it appears we are allowed to regulate parking in yards (as opposed to driveways and garages) for residential properties as a part of our police powers authorized by NCGS 160A.

While reviewing this issue and other communities' efforts to control this problem through local ordinances, I chose to address another issue, that being the parking of recreational vehicles, large trailers (over 12 feet in length), oversized commercial vehicles, and boats in driveways or in the grass in the front yards of residential property. ~~You will note in the proposed text amendment, we are restricting these items to the rear yard of residential properties. If you feel this is overly restrictive, this item could be deleted from the proposed text amendment.~~

~~Another item you should give some thought to is the materials allowed for driveways and parking areas under the proposed text amendment. While some communities allow compacted gravel (some with and some without some edging material) to be used for driveways, the proposed text amendment only allows asphalt, concrete, or masonry pavers. Compacted gravel would be a cheaper alternate to the proposed materials but unless properly installed and maintained, it can become as unsightly as dirt or grass over a short period of time.~~

The text amendment specifically allows for street parking (in addition or as an alternate to parking in the driveway or garage) where allowed (currently on almost all streets but this may change in the future) but specifies vehicle must be parked completely off the grass adjacent to the road.

Enforcement of this ordinance would be by notice of our Code Enforcement Officer but as he works a normal weekday schedule (8:30-5:00, M-F), I would also suggest enforcement by our

police department, too, as many vehicles normally parked in yards are off at work during our Code Enforcement Officer's normal workday. The following is the proposed text amendment language. Note, this is an addition to a list (A through N) of existing areas where parking is prohibited.

Spencer Code of Ordinances

Amendment as follows to Title VII, Chapter 72, Section 72.04 (additions shown highlighted in yellow)

§ 72.04 SPECIFIC LOCATIONS OF PROHIBITED PARKING.

No person shall stop, stand, or **park a vehicle**, except when necessary to avoid conflict with other traffic or when so directed by a police officer or traffic-control device, in any of the following places:

(Add the following text after Item (N)...)

- (O) In the front or side yard on any residentially zoned property except on a non-erodible surface (asphalt, concrete, masonry pavers, compacted gravel with edging strips, etc., grass or dirt is not acceptable). Driveways and curb cuts shall be installed per the Town's *Development Ordinance* and *Technical Standards and Specifications Manual*. Property owner must obtain a zoning permit for any new or expanded driveways or parking areas.
 - a. Parking areas cannot be greater than 40% of the total front yard area.
 - b. Where there is inadequate space to add a driveway and/or parking area, street parking shall be allowed except where prohibited by ordinance and indicated by posted sign. When parking on the street, the vehicle's tires must be on the pavement and not on the grass adjacent to the road. The vehicle shall not in any way, hinder or obstruct use of the road by other vehicles.
 - c. Notwithstanding the provisions related to nonconforming situations contained in Town's development ordinance, the requirements contained herein shall be applicable to all existing and future required or proposed parking areas.
- (P) Parking for recreational vehicles, large trailers (over 12 feet in length), oversized commercial vehicles, and boats shall be restricted to the rear or side yards only on residentially zoned properties and must be parked on a non-erodible surface as described in Section (O) above. These vehicles shall not be parked in the lot setbacks as prescribed in Chapter 8 of the Town's *Development Ordinance*.
- (Q) Other areas as may be prescribed in Article 12 of the Town's *Development Ordinance*.

TOWN OF SPENCER, NORTH CAROLINA

AN ORDINANCE TO AMEND TITLE VII (TRAFFIC CODE) OF THE “SPENCER CODE OF ORDINANCES” TO ADD REGULATIONS FOR THE PARKING OF VEHICLES IN RESIDENTIAL FRONT YARDS.

ORDINANCE 22-007

WHEREAS, parking in front of residential structures in the front yards on grass and dirt is unsightly; and

WHEREAS, parking on grass and dirt in front yards causes erosion with dirt and debris running across sidewalks and into the street and stormwater collection systems; and

WHEREAS, the Town of Spencer previously regulated parking in this manner in Article 155.074 of the Town’s Code of Ordinances until this article was unintentionally deleted during adoption of its *Development Ordinance* in June of 2021; and

WHEREAS, the Town feels it is important to the wellbeing of its citizens, the safety of motor vehicle traffic operating on its streets, and the upkeep of those streets to regulate this parking;

NOW, THEREFORE, BE IT ORDAINED by the Board of Aldermen of the Town of Spencer, North Carolina, that:

Section 1.

The Town’s Code of Ordinance is hereby amended as set forth herein

Title VII (Traffic Code) is hereby amended adding Items (O) and (P) after Item (N) as follows:

§ 72.04 SPECIFIC LOCATIONS OF PROHIBITED PARKING.

No person shall stop, stand, or **park a vehicle**, except when necessary to avoid conflict with other traffic or when so directed by a police officer or traffic-control device, in any of the following places:

(Add the following text after Item (N)...)

(O) In the front or side yard on any residentially zoned property except on a non-erodible surface (asphalt, concrete, masonry pavers, compacted gravel with edging strips, etc., grass or dirt is not acceptable). Driveways and curb cuts shall be installed per the Town’s *Development Ordinance* and *Technical Standards and Specifications Manuel*. Property owner must obtain a zoning permit for any new or expanded driveways or parking areas.

- a. Parking areas cannot be greater than 40% of the total front yard area.
- b. Where there is inadequate space to add a driveway and/or parking area, street parking shall be allowed except where prohibited by ordinance and indicated by posted sign. When parking on the street, the vehicle’s tires must be on the pavement and not on the grass adjacent to the road. The vehicle shall not in any way, hinder or obstruct use of the road by other vehicles.

- c. Notwithstanding the provisions related to nonconforming situations contained in Town's development ordinance, the requirements contained herein shall be applicable to all existing and future required or proposed parking areas.
- (P) Parking for recreational vehicles, large trailers (over 12 feet in length), oversized commercial vehicles, and boats shall be restricted to the rear or side yards only on residentially zoned properties and must be parked on a non-erodible surface as described in Section (O) above. These vehicles shall not be parked in the lot setbacks as prescribed in Chapter 8 of the Town's *Development Ordinance*.
- (Q) Other areas as may be prescribed in Article 12 of the Town's *Development Ordinance*.

Section 2. This ordinance shall become effective immediately upon adoption.

Adopted this 12th day of April, 2022.

Jonathan Williams, Mayor

Stacy Craven, Town Clerk

AGENDA ITEM

Council Meeting Date: 04/12/2022

Agenda Item No: TBD	Water/Sewer Main & Annexation Policy
Issue under Consideration:	<i>Adopt text amendment to Code of Ordinances adding Water/Sewer Main Extension Policy</i>
Current Status:	No Official Policy Exists
Points to Consider:	We are currently addressing requests for extensions on a case-by-case manner with no underlying policy direction
Financial Impact:	Could help generate new tax base for town through annexation
Options:	<i>1) Vote to adopt Code of Ordinance text amendment as presented, 2) Send to Planning Board/staff for additional research and consideration based on specific Board concerns or questions</i>
Recommendations:	<i>Vote to adopt staff recommended text amendments to Code of Ordinances adding clear policy direction. If Board has questions or concerns, have staff & Planning Board address those and return with additional amendments if needed.</i>
Department:	PLANNING & DEVELOPMENT SERVICES

ACTION TAKEN BY THE BOARD OF ALDERMEN

Motion Made By:

- ☐ B. Bish
- ☐ S. Hovis
- ☐ S. Miller
- ☐ S. Morgan
- ☐ P. Secreast
- ☐ P. Sledge

Motion Seconded By:

- ☐ B. Bish
- ☐ S. Hovis
- ☐ S. Miller
- ☐ S. Morgan
- ☐ P. Secreast
- ☐ P. Sledge

Results of Voting

For: _____
Against: _____

Passes: _____
Fails: _____



MEMO

Date: 1.27.22

Revise 2.22.22

By: Steve Blount

RE: Water/Sewer Extension Policy

Narrative:

Recent interest in possible purchase, subdivision and development of a lot on 6th Street that does not have immediate access to municipal water (water is available in area but not in street in front of house) resulted in numerous calls from potential buyers questioning the Town's water and sewer line extension policy and as a related subject, could lots be served by on-site well and septic systems if extension of municipal lines was cost prohibitive.

A check with Salisbury Rowan Utilities (SRU), a review of other municipalities' ordinances and NC state statutes leads me to believe that if we deny a property owner access to municipal water or sewer, even if by the cost of said extension being unreasonably high, we cannot then prevent them from using a private well and/or septic system to make the property developable. It is not in the best interest for a municipality to have a mix of private wells and septic system along with its municipal system so we should strive to provide access to our system wherever and whenever possible.

In addition to providing potable water to lots for residential and commercial use, another reason for desiring logical extensions of our municipal water system is to provide a complete grid of fire hydrants throughout the town for fire protection services. The area around the 6th Street parcel mentioned above is also in need of additional fire hydrants (per Public Works Director and Fire Chief input). I have been told by one of the interested developers that the cost to extend a 2" line for potable water is an absorbable \$20,000-\$25,000 while extension of a line large enough to provide potable water AND add a fire hydrant would run in excess of \$75,000, too much to add to the cost of proposed three lot residential development.

One additional reason to consider water and sewer extensions is for economic development purposes. There are several large, undeveloped parcels, some within our municipal boundaries but most in our ETJ that will become attractive to developers only when municipal water and sewer are made available. Approving rezonings for higher density development is usually requested when the developer is bearing the cost of the extensions. The municipality bearing some or all the cost of extensions is often used as "carrot" to negotiate voluntary annexation of parcels in the ETJ, adding to our municipal tax base. The "stick" in the annexation for water/sewer discussion is found in Article 12.b of the agreement between Salisbury (later SRU) and Spencer when we transferred ownership of the towns water and sewer system to their ownership. That article states plainly that property located in the towns ETJ will not be served

with water or sewer, “by the extension of any line without written approval of the Town.” This, in effect, means that we can require annexation in exchange for approval of connection to SRU’s water and sewer mains. (Involuntary annexation has been made all but illegal so it is probably best to use a carrot AND stick approach when negotiating an annexation request in exchange for water and sewer extensions in our ETJ.)

Understanding the issues leads staff to suggest that we need to adopt a fair and consistent water and sewer main extension policy. The 6th Street project can be used as an example to help formulate this policy.

Suggested Policy

1. Where water and/or sewer mains are readily available to existing properties (adjacent to or near property line or in street adjacent to the property), the property owner or developer will pay all costs to extend and connect to existing mains.
2. Where lines are not readily available, property owner or developer will negotiate with SRU to determine cost of extension to provide minimal required service for their property. The property owner or developer will be responsible for the cost of this extension.
 - a. The Town of Spencer, at its option, may negotiate with SRU to increase the size of the main to provide for additional fire hydrants for an underserved area. The Town will pay this additional cost.
 - b. The Town, at its discretion, may negotiate with other unserved property owners that would be served by the new main extension requesting that they pay their share of the cost of increasing the size of the main.
3. Extensions or use of water and sewer mains for new commercial or residential developments located in the Town’s ETJ will only be allowed if the new development agrees and petitions for voluntary annexation into the Town’s municipal limits. The Town is not bound by this process to approve the annexation.

TOWN OF SPENCER, NORTH CAROLINA

AN ORDINANCE TO AMEND TITLE V (PUBLIC WORKS) OF THE “SPENCER CODE OF ORDINANCES” TO ADD REGULATIONS FOR THE EXTENSION OF WATER AND SEWER MAINS;

ORDINANCE 22-010

WHEREAS, on October 3, 2000, the Town of Spencer and the City of Salisbury entered into an agreement where Salisbury acquired the assets of the Town’s water and sewer system; and

WHEREAS, the City of Salisbury committed in that agreement to provide water and sewer services to the properties located in the Town’s municipal limits and its extraterritorial jurisdiction (ETJ); and

WHEREAS, Article 12.b of the agreement gives the Town authority to approve or disapprove water and sewer main extensions within the Town’s municipal limits and its ETJ; and

WHEREAS, the Town, in hopes of promoting an orderly and efficient development of property in and around the Town, finds it appropriate to adopt specific regulations concerning future extensions of water and sewer mains within the Town’s municipal limits and its ETJ; and

NOW, THEREFORE, BE IT ORDAINED by the Board of Aldermen of the Town of Spencer, North Carolina, that:

Section 1. The Town’s Code of Ordinance is hereby amended as set forth herein
Title V (Public Works) is hereby amended to add Chapter 60: Water and Sewer as follows:

Chapter 60: Water and Sewer

60: Water and Sewer

60.01 Connection to System Required

A. Any development which has municipal water and/or sewer system lines available shall be required to extend the public water and/or sewer system throughout the development to each lot located therein. All required line extensions shall include appropriate valves, hydrants, taps, service, manholes, lift stations, pumps, and clean outs to the property line of each lot as required by Salisbury Rowan Utilities (SRU) standards and the Town of Spencer’s Development Ordinance.

B. In any case, where a public water and/or sewer system intended to serve more than two (2) lots is proposed to be installed in a development as part of the plan approval process, such system shall be considered to be a required improvement within the context of this Section regardless of whether such a system is an extension of the SRU system or not and such system shall be required to be installed by the developer. This requirement includes both facilities within the development and offsite facilities which are essential to providing the service to the property.

C. Where public sanitary water and sewer are not available, structures may be connected to private water supply and sewage disposal systems (i.e. wells and septic tanks or community systems).

60.02 Availability Defined

For developments within or partially within the Town's municipal limits, the term "available", shall mean that there is an existing line of adequate size and flow and/or pressure either crossing the development property or immediately available from an adjacent public right-of-way, or the Town indicates its commitment to extend such a line to the property line of the development at no cost to the developer.

60.03 Oversized Water and Sewer Facilities

The Town may, in order to serve future development, require the developer to install certain oversized water and sewer improvements and/or to increase such improvements to a size and/or extent beyond that necessary for the needs created by the subdivision. In such cases, the Town shall enter into an agreement to reimburse the developer for the oversizing and/or extension based upon rates as agreed to by the Town.

60.04 Annexation Required

In any case, where a new development is located in the town's extraterritorial jurisdiction (ETJ) and wishes to connect to the SRU water and/or sewer system, such development shall agree to be voluntarily annexed into the Town prior to the approval of a final plat, for a subdivision, or the issuance of a Zoning Permit, where the subdivision of land is not involved.

60.05 Installation Requirements

A. All water and sewer extensions for new development inside or outside the corporate limits will be made by SRU or an SRU approved licensed contractor.

B. No water or sewer line may be connected to the SRU system unless such line is properly designed and constructed to service the properties intended to be served directly by such line and of a size and design sufficient to accommodate any necessary expansion of the water and sewer system to serve other properties, including fire protection.

C. SRU shall own and control any and all water and sewer lines and related facilities connected to and serviced by its water or sewer system, except those lines and facilities of other public bodies connected to and serviced by SRU's water or sewer system under contracts approved by SRU.

D. Because the extension of water or sewer lines to certain properties benefits the owners of such properties by raising property values, the cost of such extension shall be borne by the developers of such properties as provided in this article except in instances when the Town Board of Aldermen decides that extension of such utilities is in the best interest of the Town, then the Town, at its discretion, may share in the cost of these extensions.

60.06 Extensions Required by State Law and Emergency Situations

To comply with municipal obligations by state statutes, or in cases of emergency where it is found to be in the public interest or necessary to protect the public health, the Town may authorize extensions of water or sanitary sewer into specific areas.

60.07 Payment of Tap Fees

Nothing in this article shall exempt an applicant from paying the standard tap fees in effect at the time the application for connection is made as adopted from time to time by SRU.

60.08 Extensions to Existing Development

Extensions of water or sanitary sewer service within the corporate limits of the Town shall be made at the discretion of the Town's Board of Aldermen.

60.09 Denial of Extension

The Town Board of Aldermen will not approve any contract for the installation of any water main or sewer line to be connected to and served by its water or sewer system if in its judgment the projected volume of water or treatment capacity that would be used by any properties to be serviced thereby would unduly tax the available water supply or sewage treatment capacity provided by SRU for the Town, or it would not be feasible or otherwise suitable for the Town to commit itself to such cost.

Section 2. That the Spencer Development Ordinance be amended to add a reference to the above text in **Section 2.21 Provision of Potable Water Supply and Wastewater Disposal Infrastructure**, as shown in yellow below:

2.21 Provision of Potable Water Supply and Wastewater Disposal Infrastructure

All new development shall be connected to an approved potable water supply system and approved wastewater collection and/or treatment system in accordance with applicable Spencer Development Ordinance - Article 2 – Page 19 utility connection policies. Extensions to serve development shall be in accordance with the Policy for Managing Utility Allocations and Extensions (see Code of Ordinances, Title V, Chapter 60 Water and Sewer.)

Section 3. This ordinance shall become effective immediately upon adoption.

Adopted this 12th day of April, 2022.

Jonathan Williams, Mayor

Stacy Craven, Town Clerk

704-633-2231
townofspencer.com



Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date: 4/12/2022

Issue under Consideration:	8th Street Ball Park Budget Ordinance Amendment
Current Status:	The Town received a \$10,000 donation with the designation it be used by the 8th Street Ball Park.
Points to Consider:	The Town needs to appropriate the donation for the Ball Park's use.
Financial Impact:	There is no additional financial impact since the additional expenditures of the Ball Park is fully covered by the donation.
Options:	Accept or decline by vote of the Board of Aldermen
Recommendations:	Motion to approve 8th Street Ball Park Budget Ordinance Amendment 22-005.
Department:	Recreation

AN ORDINANCE AMENDING
THE TOWN OF SPENCER, NORTH CAROLINA
GENERAL FUND FY 21-22 BUDGET
ORDINANCE 22-005
APRIL 12, 2022

BE IT ORDAINED, by the Governing Board of the Town of Spencer, North Carolina, that the following amendment of anticipated fund revenues and departmental expenditures, certain Fee and Charge Schedules, and with certain restrictions and authorizations, are hereby appropriated and approved for the operation of Town Government and its activities for the Fiscal Year beginning July 1, 2021 and ending on June 30, 2022:

Section 1. To amend the FY 21-22 expense appropriations as follows: Appropriate funds from Donations received for the 8th Street ballpark renovations.

Section 2. The following line items are amended as follows:

Revenues

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-3833-002	Donations - other	\$100,500	\$110,500	\$10,000

Expenses/Expenditures

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-6120-357	Maintenance - Parks	\$18,596	\$28,596	\$10,000

Section 3. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Town Manager and the Finance Officer for record-keeping.

Adopted this 12th, day of April, 2022.

Stacy Craven, Town Clerk

Jonathan Williams, Mayor

704-633-2231
townofspencer.com



Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date: 4/12/2022

Issue under Consideration:	Insurance Payment Budget Ordinance Amendment
Current Status:	The Town has received \$43,472 insurance payment from its vehicle insurance carrier for a police vehicle that was wrecked.
Points to Consider:	The Town needs to appropriate these funds to purchase a new vehicle with the needed police vehicle equipment to replace the one that was wrecked.
Financial Impact:	The cost of the new vehicle together with the required police equipment will be covered by the insurance reimbursement..
Options:	Accept or decline by vote of the Board of Aldermen
Recommendations:	Motion to approve Insurance Payment Budget Ordinance Amendment 22-006.
Department:	Police

AN ORDINANCE AMENDING
THE TOWN OF SPENCER, NORTH CAROLINA
GENERAL FUND FY 21-22 BUDGET
ORDINANCE 22-006
APRIL 12, 2022

BE IT ORDAINED, by the Governing Board of the Town of Spencer, North Carolina, that the following amendment of anticipated fund revenues and departmental expenditures, certain Fee and Charge Schedules, and with certain restrictions and authorizations, are hereby appropriated and approved for the operation of Town Government and its activities for the Fiscal Year beginning July 1, 2021 and ending on June 30, 2022:

Section 1. To amend the FY 21-22 expense appropriations as follows: Appropriate funds from an Insurance payment received for wrecked Police vehicle to purchase a new vehicle to replace it.

Section 2. The following line items are amended as follows:

Revenues

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-3838-000	Insurance Reimbursement	\$23,760	\$67,232	\$43,472

Expenses/Expenditures

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-4310-540	CO - Vehicles	\$49,100	\$92,572	\$43,472

Section 3. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Town Manager and the Finance Officer for record-keeping.

Adopted this 12th, day of April, 2022.

Stacy Craven, Town Clerk

Jonathan Williams, Mayor

704-633-2231
townofspencer.com



Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date: 4/12/2022

Issue under Consideration:	Consider Accepting a 2021 Byrne Justice Assistance Grant from NCDPS and Consider Adopting an Associated Budget Ordinance
Current Status:	The Town has been awarded a 2021 Byrne Justice Assistance Grant from NCDPS totaling \$24,488 for the purchase of laptop computers for the Police Department. Additionally, there are some additional expenditures now required that were not initially included in the Police Department's original budget.
Points to Consider:	The Town needs accept this Grant and to appropriate these funds to purchase the new laptops. The additional expenditures also require funding..
Financial Impact:	The cost the new laptops will be covered by the Grant if it is accepted. The additional expenditures will be covered by the additional revenue the Town will receive during FY22 beyond what was initially budgeted.
Options:	Accept, decline or amend by vote of the Board of Aldermen
Recommendations:	Motion to accept 2021 Byrne Justice Assistance Grant from NCDPS and approve Budget Ordinance Amendment 22-007.
Department:	Police

AN ORDINANCE AMENDING
THE TOWN OF SPENCER, NORTH CAROLINA
GENERAL FUND FY 21-22 BUDGET
ORDINANCE 22-007
APRIL 12, 2022

BE IT ORDAINED, by the Governing Board of the Town of Spencer, North Carolina, that the following amendment of anticipated fund revenues and departmental expenditures, certain Fee and Charge Schedules, and with certain restrictions and authorizations, are hereby appropriated and approved for the operation of Town Government and its activities for the Fiscal Year beginning July 1, 2021 and ending on June 30, 2022:

Section 1. To amend the FY 21-22 expense appropriations as follows: Appropriate funds from a 2021 Byrne Justice Assistance Grant from NCDPS and additional revenue from Sales and Use tax to fund additional Police purchases.

Section 2. The following line items are amended as follows:

Revenues

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
	1% Sales Tax			
10-3231-000	(Art. 39)	\$319,795	\$325,295	\$ 5,500
10-3985-002	Other Grants	\$ 30,000	\$ 54,488	\$24,488
Total				\$29,988

Expenses/Expenditures

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
	Supplies-Data			
10-4310-291	Processing	\$0	\$11,870	\$11,870
10-4310-296	Supplies-Medical	\$0	\$ 1,950	\$ 1,950
	CO – Other			
10-4310-550	Equipment	\$0	\$16,168	\$16,168
Total				\$29,988

Section 3. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Town Manager and the Finance Officer for record-keeping.

Adopted this 12th day of April 2022.

Stacy Craven, Town Clerk

Jonathan Williams, Mayor

AGENDA ITEM

Council Meeting Date: 4/12/2022

Agenda Item No: TBD	INSERT AGENDA ITEM HERE
Issue under Consideration:	Board to consider adopting a resolution establishing a new Spencer Historic Preservation Incentive Grant Program, to replace the Town's existing Residential Rehabilitation Grant Policy.
Current Status:	On March 21, 2022, the Spencer Historic Preservation Commission (HPC) voted unanimously to recommend to the governing board the adoption of the new program and guidelines.
Points to Consider:	The board has already budgeted \$10,000 for the new historic preservation grant program. Maximum award would increase from \$500 to \$2,000 per project, on a 50/50 matching basis. New guidelines prioritize projects on contributing historic structures that replace or stabilize deteriorated features.
Financial Impact:	\$10,000 already budgeted for FY 21-22.
Options:	The Board can adopt the resolution or send the draft guidelines back to planning staff and HPC for further study/revisions.
Recommendations:	Town Planner recommends that the governing board adopt the resolution establishing the new Historic Preservation Incentive Grant and repealing the Town's previous Residential Rehabilitation Grant Policy.
Department:	PLANNING & DEVELOPMENT SERVICES

ACTION TAKEN BY THE BOARD OF ALDERMEN

Motion Made By:

- ☐ B. Bish
- ☐ S. Hovis
- ☐ S. Miller
- ☐ S. Morgan
- ☐ P. Secreast
- ☐ P. Sledge

Motion Seconded By:

- ☐ B. Bish
- ☐ S. Hovis
- ☐ S. Miller
- ☐ S. Morgan
- ☐ P. Secreast
- ☐ P. Sledge

Results of Voting

For: _____

Against: _____

Passes: _____

Fails: _____



Rowan's Original Gateway.

Date: March 28, 2022

To: Peter Franzese, Town Manager; Mayor & Board of Aldermen

From: Kyle Harris, Planning & Zoning Administrator

Re: Proposal to Adopt New Historic Preservation Incentive (HPI) Grant Program

Attachments: Exhibit A: Excerpt from FY21-22 Annual Budget

Exhibit B: Existing Residential Grant Policy (To Be Repealed & Replaced)

Exhibit C: Draft HPI Grant Program Guidelines & Application Form

Exhibit D: HPC Motion to Recommend Approval of New HPI Grant Program

Exhibit E: Proposed Adopting Resolution

At its regular meeting on October 12, 2021, the Board of Aldermen established the 2021-22 Hometown Innovation Grant Program. As part of the adopting resolution, the Board amended the FY 21-22 commercial façade grant program to reflect the additional funds available through the Duke Energy Foundation award. At the same time, the Board also repealed the Town's previous Commercial (Historic District and Non-Historic District) Rehabilitation Grant Policy for the purpose of streamlining the commercial façade grant process for this fiscal year. These were all appropriate steps and resulted in an extremely successful façade grant funding cycle this year.

However, the Town has not yet updated its Historic Residential Rehabilitation Grant Policy and the time has come to do so. The Town's FY 21-22 Budget (Exhibit A) allocates \$10,000.00 for a new historic preservation grant to "aid residential homes within the historic district and to older homes with deferred maintenance needs, even if they are outside the historic district, [focusing] on exterior repairs and replacement of deteriorated materials and elements" (FY 2021-22 Adopted Annual Budget, p. 10).

In this Memorandum, I will propose that the Board consider repealing its previous Residential (Historic District & Non-Historic District) Rehabilitation Grant Policy. The former policy (Exhibit B) would be replaced with the adoption of a new Historic Preservation Incentive Grant Program. The "HPI" grant would make several changes and improvements to how the Town awards grants to historic properties. These changes are summarized below. (For full details, please review the full draft guidelines, attached as Exhibit C, which would replace the previous grant policy).

- New program increases maximum award from \$500 to \$2,000 on a 50/50 matching basis.
- New program clarifies procedure and application submittal requirements.

- New program establishes new scoring system for evaluating applications. New evaluative criteria based on historic significance of the home, the project type, and the severity of the deterioration of the element(s) proposed for repair. Prioritizes projects that stabilize severely deteriorated architectural features on historically or architecturally significant structures.
- New program expands eligible properties to include all residential properties within the Spencer Historic District *including* any residential property within Spencer's corporate limits built more than fifty (50) years ago.

On March 21, the HPC voted unanimously to recommend to the governing board the adoption of the new program and guidelines. The approved motion is attached as Exhibit D. Staff requests that the Board of Aldermen adopt the new program as presented. The proposed adopting resolution is attached as Exhibit E.

Respectfully submitted,

Thomas Kyle Harris

Kyle Harris
Planner
Town of Spencer, NC

RESOLUTION FOR THE TOWN OF SPENCER

**A RESOLUTION ESTABLISHING THE SPENCER HISTORIC PRESERVATION INCENTIVE
GRANT PROGRAM**

WHEREAS, on June 8, 2021, the Spencer Board of Aldermen adopted the Town's FY 2021-22 Annual Budget, which included \$10,000 for a new historic preservation grant program to assist owners of historic residential properties with exterior rehabilitation projects; and

WHEREAS, on March 21, 2022, the Spencer Historic Preservation Commission voted unanimously to recommend to the Board of Aldermen the adoption of a new Historic Preservation Incentive (HPI) Grant Program; and

WHEREAS, the Spencer Historic Preservation Commission has determined that the proposed program will further the conservation and preservation of the Spencer Historic District and historic properties across Spencer; and

WHEREAS, the Spencer Board of Aldermen determines that the preservation, maintenance, and improvement of Spencer's historic residential properties will further the goals of the Town of Spencer to protect existing neighborhoods and to improve the overall quality of life of Spencer.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Board of Aldermen that the Historic Preservation Incentive Grant Program, as recommended by the Historic Preservation Commission, is hereby adopted, and that the Town's previous Residential (Historic District and Non-Historic District) Rehabilitation Grant policy is hereby repealed.

Adopted this the 12th of April 2022 in Spencer, North Carolina.

Jonathan Williams, Mayor

Stacy Craven, Town Clerk



General Fund: Key Recommendations

Governing Body

- Continuing support of Key Partner agencies such as Rowan EDC, Cabarrus-Rowan MPO, Centralina Regional Council, NC League of Municipalities, and UNC School of Government: \$10,924
- Launching a vintage sign restoration program: \$5,000
- Reimagining the current Façade Grant program with two new programs - one focused on commercial properties and one focused on residential properties. The CAC and HPC would develop guidelines for these proposed programs, which the Governing Board would consider in the coming months: \$20,000
 - \$10,000 would go toward a new Main Street Corridor Improvement Grant. It would offer assistance for façade and storefront improvements to commercial properties along the Salisbury Avenue corridor and in the downtown core area. This would be administered by the CAC.
 - A new \$10,000 Historic Preservation Grant would aid residential homes both within the historic district and to older homes with deferred maintenance needs, even if they are outside the historic district. It could focus on exterior repairs and replacement of deteriorated materials and elements. This would be administered by the HPC.
- Continued support of local tourism and events, including marketing support for the North Carolina Transportation Museum: \$12,000

Administration

- Full implementation of new Pay Plan with funding for Developmental Increases: FY22 Developmental Increases are approximately \$46,000
- Technology improvements –software to improve purchasing, budget, and financial reporting; provide electronic time and attendance methods; online plan review/permitting capabilities; code enforcement and public works issue tracking; and citizen communication: \$22,695
- Debt service starting on USDA loan for New Town Hall and Police Dept: \$160,000
- Comp/Land Use Plan Update, to guide development in Town over the next 20 years: \$40,000
- Additional Planning Service hours from Salisbury CDC - average of three days per week rather than two: \$15,000
- Full Time Lead for NC Fellow beginning in August: mostly subsidized with local cost of \$17,000

Police

- New position to allow for a recruit to start BLET in August. Additional patrol staff could also be cross trained to assist with investigations: \$55,371 for salary and benefits
- Emphasis on providing needed training for Officers, maintaining equipment and safety/medical kits: \$10,000
- Providing town-issued mobile phone service for officers: \$9,000 (more cost effective than stipends)
- Replacing one patrol vehicle: \$49,100



REHABILITATION GRANT PROGRAM

COMMERCIAL / RESIDENTIAL

Post Office Box 45 Spencer, NC 28159-0045

704.633.2231 Office

704.633.3837 Fax

<http://www.ci.spencer.nc.us>

PURPOSE:

To encourage property owners and tenants to invest in exterior improvements by funding a Rehabilitation Grant Program. For properties located within the Spencer Historic District improvements must be made in accordance with Secretary of Interior Standards and Historic District Guidelines.

POLICY:

The Town will grant to a property owner or tenant a maximum of one \$500 grant on a one-for-two basis toward exterior improvements. Individual properties will be eligible for no more than one grant for every five years.

PROCEDURE:

The property owner or tenant may apply for a grant of up to \$500 as reimbursement for investment in exterior improvements. The applicant shall file application with the Town Planner in advance of any improvements. For historic district properties, not included as part of a Certificate of Appropriateness application, the applicant shall submit photographs of work areas to be completed, written specifications outlining the scope of work to be undertaken, and written permission from the property owner.

The Town Planner shall review applications for completeness, and forward qualifying applications to the Historic Preservation Commission (HPC) when appropriate. The HPC will review improvements for appropriateness in accordance with Secretary of Interior Standards and Historic District Guidelines.

Once work is completed in accordance with any HPC approval, the applicant shall present receipts or cancelled checks along with finished photos to the Town Planner as evidence of private investment, and shall in writing ask to be reimbursed \$1.00 in grant money for each \$2.00 in private funds spent on façade improvement. The Town Planner will forward completed applications with confirmation of compliance to the Board of Aldermen. The Board of Aldermen shall then review the applications for award of any grant funds. No grant funds will be approved by the Board until after the improvements are completed.

(Adopted by the Spencer Mayor and Board of Aldermen January 14, 2020)

APPLICATION FOR REHABILITATION GRANT

Property Address: _____

Grant Type:	Residential (Historic District)	Residential (Non-Historic District)
	Commercial (Historic District)	Commercial (Non-Historic District)

Applicant: _____
Address: _____
Telephone: _____

Owner: _____
Address: _____
Telephone: _____

Legal relationship of applicant to property owner: _____

What amount of grant funds are you requesting? _____

Please describe the improvements (attach any additional documentation necessary):

By signing below, I attest:

- That I have received a copy, have read and understand the Town of Spencer’s “Rehabilitation Grant Policy ”;
- That I am the (please check one):
 _____ property owner;
 _____ tenant who is *authorized* by the property owner to pursue these grant funds and improvements (please attach signed, written permission by owner).
- That all information I have provided with this application is true and complete to the best of my knowledge.

BY:

Name (type or print legibly)

Signature

Date submitted

Return to the Planning Department 704-633-2231 Ext. 28



Historic Preservation Incentive Grant Program Guidelines & Application Form

Spencer Town Hall • 460 South Salisbury Ave, Spencer NC 28159
Office: (704)-633-2231 ext. 20 • kharris@spencernc.gov

Program Overview & Purpose

The **Historic Preservation Incentive Grant** assists owners of historic residential properties with exterior rehabilitation projects. The purpose of the program is to encourage the stabilization, preservation, and maintenance of Spencer's historic homes in accordance with the Town's adopted Historic District Standards. The grant is limited to owner-occupied primary residences.

Applications may be submitted at any time, but funds are limited each year (starting July 1). Submitting an application does not guarantee that the grant will be awarded. Grants are awarded for eligible projects by the Spencer Board of Aldermen after initial review and recommendation by the Spencer Historic Preservation Commission (HPC), as funds are available. The grant is typically awarded on a 50/50 matching basis with a maximum Town participation of \$2,000.00 per project. This is a reimbursement grant. Funds are issued at the completion and final inspection and approval of the project.

All proposed projects must be reviewed and approved by the Board of Aldermen before any work has begun in order to be eligible for the grant. The Board of Aldermen reserves the right to accept or reject any request, require modifications deemed appropriate to meet the guidelines, and/or reduce the award amount from the full 50/50 match based on specific considerations outlined herein. The Board of Aldermen will not promote or reward poor design and execution, inappropriate alterations, etc.

Grants are awarded on a competitive basis for exterior maintenance and stabilization projects of primary residence, owner-occupied homes within Spencer's Historic District *and* for any such property *outside* the historic district that was built more than fifty (50) years ago. All exterior work must be approved through the Certificate of Appropriateness (COA) process, either as a Minor Work and reviewed concurrently with this grant application, or previously reviewed as a Major Work by the Historic Preservation Commission (HPC). Projects must meet the adopted *Historic District Standards* and the *Secretary of the Interior's Standards for Rehabilitation*. All proposals must meet all applicable code requirements of the Town of Spencer. Projects begun or completed prior to notification of award cannot be reimbursed. Properties with delinquent taxes cannot be considered.

Who can apply for funding?

- Any residential property owner for whom the subject property is their primary residence (owner-occupied residence).
- The historic home must be located within Spencer's Historic District (map available) or, if located outside the historic district, must have been built more than fifty (50) years ago.
- A project is deemed ineligible for funding if work begins at any point before the application is reviewed and approved by the Board of Aldermen.
- Owners of any property for which an application is submitted must be up to date on their property tax payments.
- Only one grant may be awarded per every other fiscal year (starting July 1).

What type of improvements are eligible for funding?

The type of improvements that are permitted will depend on the historic status of the property. If a property is located in the Spencer Local Historic District, any exterior alteration must comply with Spencer's Historic District Standards, which can be found on the town's website (www.spencernc.gov) or by contacting town staff. Generally, improvements may include, but are not limited to:

- Replacement/stabilization of deteriorated features (e.g., original or historically accurate siding, windows and doors, masonry, etc.)
- Removal/replacement of non-original, inappropriate features or materials and restoring with original details and materials (e.g., removing vinyl siding to restore to original wood treatment while also restoring any original architectural features or details).
- Exterior painting, repainting, and patching.
- Safe cleaning of brick/stone fronts or wall surfaces. (Method of cleaning must be pre-approved.)

- Masonry repair, mortar joint repair, re-pointing of brick.
- Repair and replacement of windows and doors.
- Repair, reconstruction, and/or replacement of original architectural details.
- Roof repairs.

Examples of **ineligible** activities include:

- Routine maintenance.
- Tools used for repair work.
- Unapproved exterior alterations to properties in Local Historic District.
- Improvements made prior to grant approval.
- New building construction.
- Application fees, permit fees, and inspection fees.

How much funding can I receive from the Town?

- Competitive grants are typically awarded by the Board of Aldermen on a 50/50 matching basis with a maximum Town participation of \$2,000.00 per project. **However, given the limited availability of municipal funds per fiscal year, applicants are not guaranteed to receive the full 50/50 match. The amount awarded is determined by total eligible project costs and by specific considerations as outlined in the following section.**
- The final award amount is based on documentation of actual costs. Grants are paid only when the approved project is completed in accordance with the plans submitted with the proposal.
- A project that alters submitted plans without prior approval will be disqualified from payment. Designs not completed as submitted will also be disqualified.
- Any preservation project is eligible. However, top priority will be given to projects with higher point totals based on the points system. The point system, described below, will be used to prioritize projects. All projects that meet the eligibility requirements would be eligible for grants; however, in the case of limited funds and a competitive process, projects with a higher point total would receive priority. In the case of multiple projects with the same point total, the Historic Preservation Commission (HPC) will recommend awarding the grant to the project that has submitted its complete application first.

What are the requirements?

- All proposals must:
 - Meet applicable zoning and code requirements of the Town of Spencer and comply with the Residential Historic Preservation Program Grant Guidelines set forth herein;
 - Application must receive a favorable recommendation from the Spencer HPC;
 - Application must be approved by the Board of Aldermen prior to beginning work;
 - Adhere to all applicable sections of Spencer's Historic District Standards.
- Only exterior rehabilitation projects are eligible, and priority is given to projects on primary street-oriented facades. (Side and rear projects are reviewed on a case- by-case basis).
- All projects must be completed before the end of the fiscal year (June 30). Any request for an extension beyond the end of the fiscal year must be approved by the Board of Aldermen. Requests for extensions must be submitted by May 1 and must be accompanied by 1) invoices of completed work equal to or greater than twice the dollar amount of the grant, 2) a notarized letter of intent and/or signed construction contract for work described in the original grant application, and 3) a statement from lending institution financing project, if applicable.

Given limited resources, how will the Town prioritize projects to fund?

Priority consideration will be given to proposals that **stabilize severely deteriorated architectural features on historically or architecturally significant structures**. The detailed criteria that are used to rank applications is outlined in Addendum A of these guidelines. **Applicants are encouraged to familiarize themselves with these criteria in order to develop strong and competitive applications.**

How do I apply?

Applications may be submitted at any time. Applications will be reviewed by the in the order in which they are received beginning on an announced date in the first quarter of the fiscal year and continuing periodically as needed until all available funding has been awarded. Grants will be awarded based on the comparative merit of submitted projects as determined by the review committee and the criteria outlined in these guidelines.

In most cases, the process is as follows:

1. Applicant consults with the Town Planner to review application requirements and to determine if the proposed project is eligible. Contact Kyle Harris, kharris@spencernc.gov or (704)-633-2231 ext. 20, or visit Town Hall, 460 South Salisbury Avenue.
2. If the property is located within the Spencer Local Historic District, the applicant receives a Certificate of Appropriateness from Development Services staff (for Minor Works) or the Historic Preservation Commission (for Major Works).
3. Applicant submits application to the Town Planner and attaches all necessary supporting materials (see checklist on the following page).
4. Town staff reviews application for code compliance.
5. Applications are reviewed by the HPC at their next regularly scheduled meeting.
6. If the HPC makes a favorable recommendation, then the application proceeds to the final step in the award process, which is to be reviewed and awarded by the Board of Aldermen at their next regularly scheduled meeting.
7. The Town of Spencer will notify the applicant in writing that the proposed project has been approved as submitted or rejected with recommendations. If project is rejected, applicant may resubmit with recommended modifications.
8. An agreement must be signed between the applicant and the Planning & Development Services department, which is authorized to sign on behalf of the Town. The agreement will detail all work to be done and specify a time frame in which the work is to be completed, as well as procedures in the event the agreement is not followed.
9. Applicant may begin work.
10. If, at any point during the grant process, the scope of work changes (for example: the applicant desires for the approved design/materials/size/color to change, the project is unable to be completed as approved, etc.), the applicant must contact the Town Planner immediately. Grantees are not authorized to make any changes to their approved scope of work without the review and subsequent approval of town staff. Failure to notify staff of desired changes in a

timely manner may result in forfeiture of the grant in its entirety.

11. When work is completed, the grantee must contact the Town Planner and schedule an on-site inspection. Same-day inspections cannot be guaranteed.
12. Grant monies are ultimately awarded upon successful completion of approved work within the allotted time frame. Approved applicants will be reimbursed for the amount approved in the application process. Applicant must submit documentation (e.g. invoices) of all actual project costs before any reimbursements can be made.
13. If completed work is in accordance with the application, town staff requests that a check be issued. The reimbursement grant check will typically be issued within 30 business days of the final inspection and approval of the completed project.
14. Check is mailed to applicant at address provided on application.

A complete application must include the following:

- ☐ A completed application form with detailed explanation of project;
- ☐ Any design schematics, site plans, drawings or renderings, color charts, artwork or materials samples necessary for the Historic Preservation Commission to fully understand the scope of the proposal. The burden is on the applicant to provide all necessary design documentation relative to the project;
- ☐ Price quotes from contractors (or a list of materials with price estimates) covering the full extent of the work;
- ☐ Certificate of Appropriateness (if the property is in the Spencer Local Historic District);
 - Projects classified as Minor Works may be approved by Staff
 - Projects classified as Major Works will require full HPC review and approval. If this level of review is necessary, please be aware that the HPC has a separate deadline schedule which may prevent concurrent review and approvals of both the Certificate of Appropriateness and the grant application.
- ☐ Timetable for completion of the work;
- ☐ Photographs depicting the current condition of the project area;
- ☐ Property owner's written permission, if applicable.

If you have any questions or need additional information, please contact the Town Planner at (704)-633-2231 ext. 20 or kharris@spencernc.gov.



TOWN OF SPENCER, NC

Historic Preservation Incentive Grant Application Form

Spencer Town Hall • 460 South Salisbury Ave, Spencer NC 28159

Office: (704)-633-2231 ext. 20 • kharris@spencernc.gov

APPLICATION CHECKLIST		
☐ Grant application ☐ Photographs showing existing conditions of the areas for repair, stabilization, or improvement	☐ Itemized estimate <u>OR</u> a materials list including total project cost ☐ Project plans and specifications or other appropriate design documentation	☐ Approved Certificate of Appropriateness Application, if in Local Historic District ☐ Property owner's written permission, if applicable
APPLICANT CONTACT INFO		☐ PROPERTY OWNER
Name: _____		
Contact Person: _____	Telephone: _____	
Address: _____	Email: _____	
PROPERTY INFORMATION		
Rowan County Parcel ID: _____	Current Use: _____	
Address: _____	Local Historic District (if applicable): _____	
PROJECT TYPE & DESCRIPTION		
☐ Replacement/stabilization of deteriorated features. ☐ Removal/replacement of non-original, inappropriate features or materials and restoring with original details and materials. ☐ Painting. ☐ Repair Work. ☐ Non-Routine Maintenance.		
Description: _____ _____ _____ _____		
TOTAL PROJECT COST (Attached Itemized Estimate): _____		
SIGNATURE		
<i>I certify that all information provided in this application is accurate and that all work will be performed to meet the program guidelines, the laws of the State of North Carolina, the standards of the Spencer Development Ordinance, and the Spencer Historic District Standards (if applicable). Submission of this application does not constitute award of a grant or issuance of a permit. The Town of Spencer reserves the right to request additional information to ensure complete review.</i>		
Applicant: _____ Date: _____		

Addendum A: Evaluative Criteria

Each application will receive a score ranging from zero (0) to seventy (70) based on the following evaluative criteria: the historic significance of the property; the project type; and the severity of the deterioration of the element that would be rehabilitated/stabilized as a result of the project. When there are more applications than funds available, higher-scoring projects will receive priority over lower-scoring projects. Additionally, lower-scoring projects are not guaranteed to receive the full 50/50 match. Applicants are therefore encouraged to develop proposals that will score higher in each category.

Table: Evaluative Criteria **POINTS**
Select one per category

Historic Significance	
Properties within the Spencer Historic District are categorized as <i>contributing</i> , <i>non-contributing</i> , or <i>intrusion</i> based on the historic significance of the structure. Many of the non-contributing structures are due to a non-historic addition or treatment, such as replacement windows or vinyl siding that covers historic features. Intrusion would represent a structure that is a contemporary addition to the district and has no significance whatsoever. For properties older than 50 years outside of the historic district, staff will score the property based on an assessment of its historic significance.	
Contributing Historic Structure	20
Non-Contributing Historic Structure	10
Intrusion (no historic or architectural significance)	0
If changes result in a contributing structure that was previously non-contributing	10
Project Type	
Replacement/stabilization of deteriorated features (e.g., original or historically accurate siding, windows and doors, masonry, etc.)	40
Removal/replacement of non-original, inappropriate features or material and restoring with original details and materials (e.g., removing vinyl siding to restore to original wood treatment while also restoring any original architectural features or details)	30
Painting	20
Repair Work (e.g., repointing/replacing brick or masonry elements, roofs, porches, foundations)	20
Other Non-Routine Maintenance (e.g., safety, utilities/energy retrofit, outbuilding maintenance)	10
Routine Maintenance. (Automatic disqualification.)	0
Severity of Deterioration	
Severe deterioration.	10
Average deterioration.	0
Total Points (0-70)	

Award Determination

Disclaimer: Given the limited availability of municipal funds per fiscal year, the Spencer Board of Aldermen reserves the right to award lower-scoring projects an amount smaller than the typical 50/50 match and/or lower than the maximum Town participation of \$2,000.00. The HPC strives to ensure that the funding allocated by the Spencer Board of Aldermen is invested in those projects that most affirmatively promote the goals of the program. The guide below illustrates the general percentage match ranges that an applicant may (without guarantee) anticipate upon receiving based on the score that his or her project is assigned.

Award Determination Guide



<i>Project Score</i>	<i>Matching Grant</i>
70	40-50%
60	35-50%
50	30-50%
40	25-50%
30	20-50%
20	0%
0-10	0%

Please note that as annual program funds reach their point of depletion, the Board of Aldermen may be unable to award full funding to even the highest scoring projects.



Planning & Zoning Administration

SUBJECT: Staff Presentation on Proposed Historic Preservation Grant Program

CASE PLANNER: Kyle Harris, Town Planner

SUMMARY:

- The Town's FY 21-22 Budget allocates \$10,000.00 for a new historic preservation grant "to aid residential homes within the historic district and older homes with deferred maintenance needs, even if they are outside the historic district, [focusing] on exterior repairs and replacement of deteriorated materials and elements (FY 2021-22 Adopted Annual Budget, p. 10). (See Exhibit A.)
- To date, staff have been focused on administering a separate commercial grant program, the Hometown Innovation Grant, and we have not yet utilized any of these budgeted funds.
- Therefore, I am now proposing to the HPC the establishment of a new Historic Preservation Incentive (HPI) Grant Program (Exhibit B). The Town currently has a very modest residential grant policy (Exhibit C) which offers up to \$500 for exterior repairs. I am proposing to repeal the current policy and replace it with the new program, which will make several improvements to how the Town awards grants to historic properties. These changes are summarized below. (For full details, please review the full draft guidelines, attached, which would replace the current grant policy).
 - New program increases maximum award from \$500 to \$2,000 on a 50/50 matching basis.
 - New program clarifies procedure and application submittal requirements.
 - New program establishes new scoring system for evaluating applications. New evaluative criteria based on historic significance of the home, the project type, and the severity of deterioration of the element(s) proposed for repair. Prioritizes projects that stabilize severely deteriorated architectural features on historically or architecturally significant structures.
 - New program expands eligible properties to include all residential properties within the Spencer Historic District *including* any residential property within Spencer's corporate limits built more than fifty (50) years ago.

Staff's Recommended Action:

- I am requesting that the HPC consider recommending adoption of the new program at your meeting on March 21 (see draft motion below). I would like to present the new program to the Board of Aldermen for final adoption at their next meeting on April 12. This should give us sufficient time to commit the funds by the end of the fiscal year on June 30. The program would be effective beginning April 12 and would continue into future years. My hope (and my expectation) is that the Governing Board will continue funding this program each year, allocating at least \$10,000 annually. I hope funding could be increased if we demonstrate success with the new program and demonstrate that it is making a positive impact for residents.

Spencer Historic Preservation Commission

Motion to Recommend Approval

(Approve New Historic Preservation Incentive Grant Program)

“I move to recommend to the Board of Aldermen the adoption of the proposed Historic Preservation Incentive (HPI) Grant Program, as contained in the agenda materials. After considering the policies and other materials presented by staff, the *Historic Preservation Commission* determines that the proposed program will further the goals of the Town of Spencer, which include the conservation and preservation of the Spencer Historic District and historic properties across Spencer.”

This the _____ day of _____ 2022.

Adopted unanimously by HPC March 21, 2022. Pending signature as of 3/28.

(Signature)

Leslie Ann Talbott

Spencer Historic Preservation Commission

Date

Thomas Kyle Harris

3/21/22

(Signature)

Kyle Harris

Town Planner (HPC Staff Liaison)

Date

END OF REPORT



MAYOR & BOARD OF ALDERMEN

Post Office Box 45 Spencer, NC 28159-0045

704.633.2231 Ofc.

704.633.3837 Fax

<http://www.ci.spencer.nc.us>

RESOLUTION FOR THE TOWN OF SPENCER

A RESOLUTION ESTABLISHING THE SPENCER HISTORIC PRESERVATION INCENTIVE
GRANT PROGRAM

WHEREAS, on June 8, 2021, the Spencer Board of Aldermen adopted the Town's FY 2021-22 Annual Budget, which included \$10,000 for a new historic preservation grant program to assist owners of historic residential properties with exterior rehabilitation projects; and

WHEREAS, on March 21, 2022, the Spencer Historic Preservation Commission voted unanimously to recommend to the Board of Aldermen the adoption of a new Historic Preservation Incentive (HPI) Grant Program; and

WHEREAS, the Spencer Historic Preservation Commission has determined that the proposed program will further the conservation and preservation of the Spencer Historic District and historic properties across Spencer; and

WHEREAS, the Spencer Board of Aldermen determines that the preservation, maintenance, and improvement of Spencer's historic residential properties will further the goals of the Town of Spencer to protect existing neighborhoods and to improve the overall quality of life of Spencer.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Board of Aldermen that the Historic Preservation Incentive Grant Program, as recommended by the Historic Preservation Commission, is hereby adopted, and that the Town's previous Residential (Historic District and Non-Historic District) Rehabilitation Grant policy is hereby repealed.

Adopted this the 12th of April 2022 in Spencer, North Carolina.

Jonathan Williams, Mayor

Stacy Craven, Town Clerk



Monthly Activity Report

Planning, Zoning & Subdivision Administrator

March 2022

	<u>Location</u>	<u>Activity</u>	<u>Action</u>
2.28.22	Office	Drafted IND text amendment	submitted
2.28.22	Office	Lamb Site issues with developer	Phone discussion
2.28.22	9 th st	Land use questions with developer	Answered questions
3.1.22	N Salisbury Ave	Development questions for industrial property next to solar farm property	Phone discussion
3.1.22	Oakwood and Pinecroft	Use and setback questions for residential properties	Answered questions
3.1.22	Office	Worked on comprehensive plan update	Drafted presentation
3.4.22	407 N Salisbury	Plans to demo and rebuild	Answered questions
3.4.22	709 4 th St	Plans to refurbish building	Referred to HPC
3.4.22	Office	Sign permit enquiry	Answered questions
3.4.22	Downtown	Developer looking for property	Answered questions
3.4.22	S Carolina Ave	Fence permit	Issued permit
3.4.22	S Salisbury Ave	Fence Permit	Provided permit application
3.4.22	Office	Tax incentive policy	Research
3.8.22	Henderson Estates	Questions on restrictive covenants	Referred to attorney
3.8.22	N Salisbury Ave	Questions about possible metal building on existing lot	Answered questions
3.8.22	N Salisbury Ave	Discussed ETJ expansion with Rowan County Planner	General discussion
3.8.22	Office	Utility extension and annexation policy	Discussed with manager and Mayor

3.9.22	General	Solar installation business looking for business location	Answered questions
3.9.22	Office	Drafted front yard parking ordinance text	Created memo
3.9.22	Office	Alleyway closure policy	Research and memo to Manager
3.10.22	Office	County and Post Office questions concerning Meadow & S Spencer renaming	Discussion of process
3.10.22	Longs Ferry Rd	Sign Permit request	Issued permit
3.10.22	Office	Storage Building ordinance questions	Discussed with staff
3.11.22	Various	Visited 11 specific code enforcement complaints and did additional research	research
3.14.22	N Salisbury Ave	Possible minor subdivision	Answered questions
3.14.22	Jordan	Yard sale questions	Answered questions
3.14.22	Office	Planning Board meeting	
3.15.22	Office	Met with Alderman Morgan concerning code enforcement	discussion
3.15.22	Office	Meeting minutes for Planning Board meeting	drafted
3.16.22	Office	Notified all agencies of Meadow S Spencer name and address changes	Emails and letters
3.21.22	N Yadkin	Zoning permit questions for work in crawl space	No permit required
3.21.22	Office	Notifications and newspaper ads for SFR-2 and IND amendments	issued
3.21.22	S Carolina Ave	Dumpster permit for new construction	Issued permit
3.21.22	Pinecroft	Zoning permits for two new homes	Issued permits
3.21.22	N Salisbury Ave	Mexican restaurant	Issued permit
3.21.22	Cell tower	Permit to add additional antenna to existing cell tower	Issued permit
3.21.22	Lamb Property	Easement questions	Answered questions
3.22.22	Office	Town Hall Park ideas	Drafted memo
3.22.22	Meadow St	Easement question for subdivision	Answered questions
3.22.22	general	Responded to NCDOT survey concerning Bike/Ped Plan	responded
3.22.22	NC Finishing	Discussion with owner about development possibilities	Email discussion
3.22.22	Grants Crossing	Permit for deck addition	Issued permit

3.22.22	Stoudemire Bldg	Questions concerning use of this building	Answered questions
3.25.22	various	Questions from four property owners on SFR-2 rezoning	Answered questions
3.25.22	Longs Ferry Rd	Pipeline contractor questions about acceptable use of site	Answered questions
3.25.22	Longs Ferry rd	Truckstop/service center use questions on site	Answered questions
3.25.22	Pinecroft	Assigned street addresses on two properties	Assigned and notified

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date: April 12, 2022

Issue under Consideration:	N/A
Current Status:	N/A
Points to Consider:	N/A
Financial Impact:	N/A
Options:	N/A
Recommendations:	N/A
Department:	Police- Code Enforcement



March 2022 Case Status Report

3/1/2022 - 3/28/2022

Case #	Case Date	Main Status	Last Status Change Date	Complaint Received	Violation Address	Nature of Complaint
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Group: Closed

202200029	3/8/2022	Closed	3/10/2022	Portal Complaint	200 S Salisbury Ave	Sign placed on the sidewalk / JUNK cars sitting out ALL THE TIME

Group Total: 1

Group: Enforced Abatement

202200016	2/4/2022	Enforced Abatement	3/23/2022	Portal Complaint	712 4th Street	Hoarding Conditions, No working Heat in home
202200011	1/28/2022	Enforced Abatement	3/2/2022	On Site	311 S Rowan Ave	Chimney has missing bricks
202200001	1/12/2022	Enforced Abatement	3/16/2022	On Site	414 S Carolina Ave	Pile of construction material in front yard
202107051	8/24/2021	Enforced Abatement	3/28/2022	On Site	913 2nd St	High grass and weeds
202107037	8/11/2021	Enforced Abatement	3/3/2022	Phone Call	307 S Spencer Ave	Holes floor and side and infestation of spiders, possible electrical issues
202107008	7/6/2021	Enforced Abatement	3/16/2022	Phone Call	600 2nd St	water line leaking, falling ceiling in the Livingroom when it rains, front porch unsafe
202106022	6/14/2021	Enforced Abatement	3/23/2022	On Site	401 N Salisbury Ave	Trash and junk in the front and back yards

Group Total: 7

Group: Open

202200041	3/28/2022	Open	3/28/2022	On Site	908 7th St	Construction debris on right side of home next to fence
202200040	3/28/2022	Open	3/28/2022	On Site	107 Alexander St	Construction debris in front yard and in trash can

202200039	3/28/2022	Open	3/28/2022	Phone Call	302 S Carolina Ave	Rooster on 300 block of S Carolina Ave
202200038	3/17/2022	Open	3/21/2022	Email	119 5th St	Wall in alleyway next to 121 5th may collapse
202200037	3/18/2022	Open	3/18/2022	On Site	222 N. Salisbury Ave	Missing aluminum wrap and fascia board on front of roof.
202200036	3/16/2022	Open	3/16/2022	On Site	1216 S Salisbury Ave	Exterior of property with large amount of debris and trash
202200035	3/14/2022	Open	3/15/2022	On Site	405 N. Salisbury Ave	Junk pile, pile of tires and junk vehicles in the backyard
202200034	3/14/2022	Open	3/14/2022	On Site	613 5th St	Porch roof dilapidated
202200033	3/14/2022	Open	3/14/2022	On Site	704 5th St	Hole in roof
202200027	3/2/2022	Open	3/2/2022	Phone Call	504 1st street	House caught fire
202200026	3/2/2022	Open	3/2/2022	On Site	705 N Salisbury Ave Apt B	Junk pile in front yard
202200025	3/2/2022	Open	3/2/2022	On Site	2555 N US 29 Hwy	Piles of junk from illegal dumping

Group Total: 12

Group: Voluntary Abatement

202200032	3/11/2022	Voluntary Abatement	3/14/2022	On Site	114 Lexington st	Collection of belongs stored next to home.
202200031	3/11/2022	Voluntary Abatement	3/14/2022	On Site	511 5th St apartment A	Oversized sign in front yard
202200028	3/3/2022	Voluntary Abatement	3/10/2022	Email	600 2nd St	Broken windows by former tenant
202200022	2/17/2022	Voluntary Abatement	3/17/2022	Walk In	707 S Yadkin Ave	Large Fire pit in backyard burning thru the night.
202200021	2/15/2022	Voluntary Abatement	3/2/2022	Phone Call	600 2nd St	No water supplied to home
202200013	2/1/2022	Voluntary Abatement	3/2/2022	On Site	2555 N US 29 HWY	illegal dumping

Group Total: 6

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Total Records: 26

3/28/2022



Code Enforcement Office

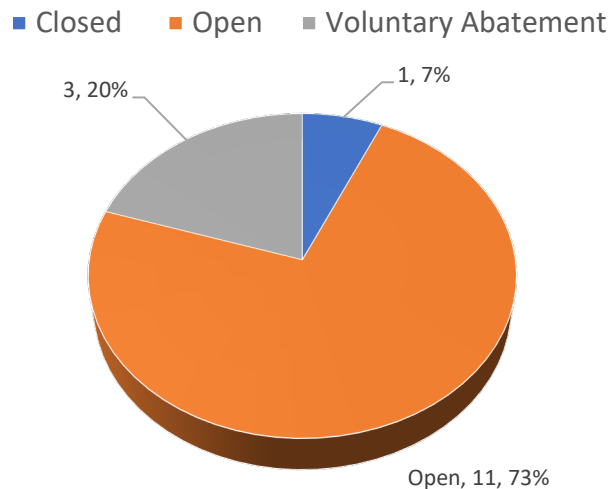
MH - Minimum Housing / OL - Overgrown Lot / HD - Historic District/ JV - Junk Vehicle / JP - Junk Pile / AWG - Abandoned White Goods / AC - Animal Control / IP - Illegal Parking /AB - Abandoned Building / ZV - Zoning Violation / CM - Commercial Maintenance/ Open Red - Open Active Case / Abated Green - Case Closed & Cleared / Unfounded Blue - No Violation Found,

Monthly Report

March 2022 Highlights

- March 2022: 16 total Cases, 12 Open, 4 Closed
- Year to Date: 39 Cases
- Notice of Violations: 5
- Cases Closed: 13
- Portal Submissions: 1

March 2022 Total Cases

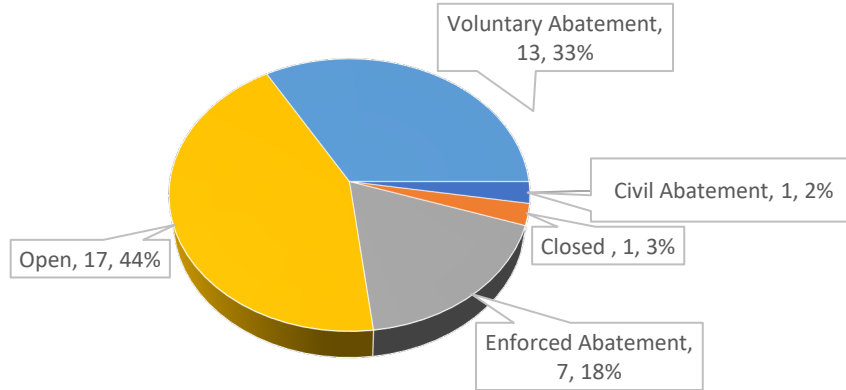




Code Enforcement Office

2022 Year to Date Breakdown

■ Civil Abatement ■ Closed ■ Enforced Abatement ■ Open ■ Voluntary Abatement



2022 Open Cases

Case Number	Address	Violation	Status
202200038	119 5th St	CM - Commercial Maintenance	Open
202200036	1216 S Salisbury Ave	CM - Commercial Maintenance	Open
202200040	107 Alexander St	JP - Junk Pile	Open
202200035	405 N. Salisbury Ave	JP - Junk Pile	Open
202200025	2555 N US 29 Hwy	JP - Junk Pile	Open
202200026	705 N Salisbury Ave Apt B	JP - Junk Pile	Open
202200012	301 S Rowan Ave	JP - Junk Pile	Open
202200033	704 5th St	MH - Minimum Housing 160.52	Open
202200027	504 1st street	MH - Minimum Housing 160.52	Open
202200015	804 S. Salisbury Ave	MH - Minimum Housing 160.52	Open
202200010	303 S Rowan Ave	MH - Minimum Housing 160.52	Open
202200037	222 N. Salisbury Ave	MH - Minimum Housing 160.53	Open
202200034	613 5th St	MH - Minimum Housing 160.53	Open
202200005	701 5th St	MH - Minimum Housing 160.53	Open
202200002	414 S Carolina Ave	MH - Minimum Housing 160.53	Open
202200039	302 S Carolina Ave	ZV - Zoning Violation	Open

2021 Open Cases

Case Number	Address	Violation	Status
202105034	712 S Salisbury Ave	CM - Commercial Maintenance	Open
202105004	437 N. Salisbury Ave	CM - Commercial Maintenance	Open



Code Enforcement Office

202103026	1411 S Salisbury Ave	CM - Commercial Maintenance	Open
202103027	1216 S Salisbury Ave	CM - Commercial Maintenance	Open
202102013	127 5th St	CM - Commercial Maintenance	Open
202107139	1515 S Salisbury Ave apt #1	JP - Junk Pile	Open
202107122	406 N. Salisbury Ave	JP - Junk Pile	Open
202107032	611 4th St	JP - Junk Pile	Open
202107006	101 Sowers Ferry Rd	JP - Junk Pile	Open
202105036	315 N Rowan Ave	JP - Junk Pile	Open
202107084	1102 Charles St	JV - Junk Vehicle	Open
202104003	511 4th St	JV - Junk Vehicle	Open
202107040	610 S. Carolina Ave	MH - Minimum Housing 160.52	Open
12	902 N. Salisbury Ave	MH - Minimum Housing 160.52	Open
202105006	1575 N. Long St	MH - Minimum Housing 160.52	Open
202103013	511 3rd St	MH - Minimum Housing 160.52	Open
202107145	204 S. Rowan Ave	MH - Minimum Housing 160.53	Open
202107142	110 11th St	MH - Minimum Housing 160.53	Open
202107132	1105 2nd St apartment F	MH - Minimum Housing 160.53	Open
202107133	200 Cain St	MH - Minimum Housing 160.53	Open
202107127	314 N Rowan Ave	MH - Minimum Housing 160.53	Open
202107124	206 W Henderson St	MH - Minimum Housing 160.53	Open
202107085	510 S Yadkin Ave	MH - Minimum Housing 160.53	Open
202107080	408 S Iredell Ave	MH - Minimum Housing 160.53	Open
202107053	109 6th St	MH - Minimum Housing 160.53	Open
202107064	204 S. Iredell Ave	MH - Minimum Housing 160.53	Open
202107043	202 S Rowan Ave	MH - Minimum Housing 160.53	Open
202107041	603 7th St	MH - Minimum Housing 160.53	Open
202107039	608 S Yadkin Ave	MH - Minimum Housing 160.53	Open
202107009	419 S Spencer Ave	MH - Minimum Housing 160.53	Open
20	601 5th St	MH - Minimum Housing 160.53	Open
16	411 5th St	MH - Minimum Housing 160.53	Open
13	1106 N. Salisbury Ave	MH - Minimum Housing 160.53	Open
202107002	1107 N Salisbury Ave	MH - Minimum Housing 160.53	Open
202106066	501 6th St	MH - Minimum Housing 160.53	Open
202106056	1104 N Salisbury Ave	MH - Minimum Housing 160.53	Open
202106057	1108 N Salisbury Ave	MH - Minimum Housing 160.53	Open



Code Enforcement Office

202106045	306 S Carolina Ave	MH - Minimum Housing 160.53	Open
202106031	803 3rd St	MH - Minimum Housing 160.53	Open
202106023	401 N Salisbury Ave	MH - Minimum Housing 160.53	Open
202106015	318 Grant St	MH - Minimum Housing 160.53	Open
202105039	509 5th st	MH - Minimum Housing 160.53	Open
202105038	407 N Salisbury Ave	MH - Minimum Housing 160.53	Open
202105018	706 S Rowan Ave	MH - Minimum Housing 160.53	Open
202104070	411 N Rowan Ave Ext	MH - Minimum Housing 160.53	Open
202103014	509 3rd St	MH - Minimum Housing 160.53	Open
202103006	605 5th St	MH - Minimum Housing 160.53	Open
202103007	500 7th St	MH - Minimum Housing 160.53	Open
202104059	419 S Spencer Ave	ZV - Zoning Violation	Open

2020 Open Cases

Case Number	Address	Violation	Status
202001014	403 S Rowan Ave	MH	OPEN
202001016	600 3rd St	MH	OPEN
202001017	409 S Rowan Ave	MH	OPEN
202008018	155 Lee St ©	JP	OPEN
202010017	502 S Carolina	JP	OPEN
202012010	115 Alexander St	MH	OPEN
202012011	504 1st St	MH	OPEN
202012012	116 11th St	MH	OPEN

2019 Open Cases

Case Number	Address	Violation	Status
201906025	613 5th St (HD)	MH	OPEN
201909032	303 S Iredell (HD)	MH/OL	OPEN
201906004	119 N Salisbury Ave (HD)	MH	OPEN
201909034	509 S Iredell (HD)	MH/OL	OPEN



CODE ENFORCEMENT OFFICE

SPENCER BOARD OF ALDERMAN

March 28, 2022

SUMMARY OF EVENTS

SUBJECT: 400 Block of North Salisbury Ave, "Condition of exterior"

1. Reference Town of Spencer Code of Ordinances, 93.22 MAINTENANCE OF EXTERIOR OF PREMISES
2. This summary of events for the 400 Block of N. Salisbury Ave will explain the steps that have been taken by the Code Enforcement Officer and the Property owners to bring the exterior of the homes into compliance with Town Code 93.22.
3. The following Properties are the focus of this summary:
 - a. 401 N. Salisbury Ave (036-069)
 - b. 405 N. Salisbury Ave (036-070)
 - c. 407 N. Salisbury Ave (036-071)

4. At **401 N. Salisbury Ave** the Code Enforcement Officer made a number of face-to-face meetings with the tenants and several phone calls and emails with the Landlord/Owner to bring the exterior of this property into compliance. After failing to comply with the verbal requests a Notice of Violation was issued March 01, 2022 with an expiration of March 15, 2022 with little progress made thru that period by the tenants.

On March 15, 2022, I received a call from the landlord that stated that he would ensure that the property would be compliant but he was out of town and requested an extension. An extension was granted until March 22, 2022 and the property was re-inspected on March 23, 2022 was determined to be compliant. See exhibit A

5. At **405 N. Salisbury Ave** the Code Enforcement Officer has worked closely with the Landlord/Owner of this property. The Landlord/Owner understands the impact that his property has on the town's appearance to visitors and morale of the citizens, on March 5, 2022 he instructed the tenants, by certified mail, to clean and vacate this property by March 31, 2022 or face a summary ejectment thru the courts.

After monitoring the property and observing no progress, on March 15, 2022 the Code Enforcement Officer issued a Notice of Violation to the tenants and the Landlord/Owner to ensure the property is compliant with town code 93.22 no later than March 31, 2022. Little to no progress has been made to date and the intent of the tenants seem to be stay.

In response to the Notice of Violation, on March 15, 2022 the Landlord/Owner sent another certified letter to the tenants instructing them to take prompt corrective action to clean the property and to deliver past-due rent or face summary ejectment.



CODE ENFORCEMENT OFFICE

6. **407 N. Salisbury Ave** was purchased in June 2021 with hold over tenants from the previous owner. The new owner made several attempts to remove the tenants by means of certified mail and face to face requests. After ignoring the many requests to vacate the property the owner filed to have the tenants evicted and a Writ of Possession was issued to the owner Late January 2022 and the tenants were escorted out of the home February 8, 2022 by a Rowan County Sheriff Deputy. Since the property has been vacated the owner has had a dumpster delivered and cleaned up the inside and the outside of the property. See exhibit B

After having full access to the home and making a thorough inspection, the owner has determined that cost to bring the home up to code was more costly and intends to demolish the home and rebuild a new home on the same footprint. He has made contact with the Spencer Town Planner, Steve Blount, and conveyed his plans for the property to ensure he completes all required permits by the town.

JAMES OSBORNE
Code Enforcement Officer
Town of Spencer

Exhibit A 401 N Salisbury Ave – Before Photos



Exhibit A 401 N Salisbury Ave – Before Photos



Exhibit A: 401 N. Salisbury Ave - After Photos



Exhibit A: 401 N. Salisbury Ave - After Photos



Exhibit B 407 N. Salisbury Ave – Before Photos



Exhibit B 407 N. Salisbury Ave – Before Photos



Exhibit B 407 N. Salisbury Ave – After photos



Activity Log Event Summary (Cumulative Totals)

Spencer Police Department

(03/01/2022 - 03/29/2022)

<No Event Type Specified>	1	911 Hang-Up	2
Administrative Work	29	Alarm - Hold-up	1
Alarm - Other	5	Animal Complaint	1
Assault - Report	2	Assault - Sexual	1
Assist - East Spencer Police	40	Assist - EMS	3
Assist - Fire Department	9	Assist - Motorist/Public	3
Assist - NCHP	1	Assist - Other Agency	5
Assist - Other Officer	4	Assist - Sheriff's Office	10
B&E-Vehicle, Report	1	Business Check-Drive Through	184
Calls For Service (General)	1	Communicating Threats	1
Community Event	1	Court	4
Disturbance	7	Disturbance- Verbal	3
Disturbance-Physical	2	Domestic Dispute	6
Domestic Violence	1	Drug Offense on School Property	1
Fight - In-Progress	1	Follow-up Investigation - Outside Town Limits	3
Follow-up Investigation- Spencer	8	Foot Patrol - Business	24
Found Property	3	Fraud - Report	1
House Check	21	Indecent Exposure	1
Interview	1	Involuntary Commitment	1
Juvenile - Runaway	1	Larceny - In-Progress	3
Larceny - Report	3	Maintenance - Equipment	2
Maintenance - Vehicle	7	Meeting	22
Missing Juvenile	1	Missing Person	1
NCTM - Bank Escort	1	NCTM - Drive Through	137
NCTM - Foot Patrol	28	Noise Complaint	5
Norfolk Southern Railroad-Drive Through	5	Overdose	1
Park Check	127	Property - Found	1
Property Damage - Report	1	Public Service	6
School Check - NRES	42	School Check - NRHS	47
School Check - NRMS	45	Security Check/Standby	29
Shots Fired	2	Special Assignment - Other	6
SRO Duties	31	Subpoena Service	2
Suspicious - Activity	2	Suspicious - Person	3

Activity Log Event Summary (Cumulative Totals)

Spencer Police Department

(03/01/2022 - 03/29/2022)

Suspicious - Vehicle	5	Traffic Accident - PD	4
Traffic Complaint	2	Traffic Control	1
Training - Range	2	Training-Virtual Zoom Web-Ex, etc.	7
Trespassing - In-Progress	1	Trespassing - Report	1
Unattended Death	2	Unlock Vehicle	2
Vehicle Stop	10	Warrant Service	1
Welfare Check	34		

Total Number Of Events: 1,026



We're on the Right Track

704-633-2231
townofspencer.com



Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date: **4/12/2022**

Issue under Consideration:	Public Works Monthly Report
Current Status:	N/A
Points to Consider:	N/A
Financial Impact:	N/A
Options:	No approval needed. This item is for information only.
Recommendations:	N/A
Department:	Public Works Department



DIRECTOR OF PUBLIC WORKS

Post Office Box 45 Spencer, NC 28159-0045

704.633.2231 Ext. 50 Ofc.

704.633.3837 Fax

<http://www.ci.spencer.nc.us>

April 2022 Board of Alderman Meeting

- 1) Regular services (Sanitation, Brush) are running on schedule. Mowing is on a more regular, but not full, schedule due to the warmer temperatures.
- 2) **Reminder:** The leaf vac will continue until Thursday, April 14th (Friday, April 15th is Good Friday). All material will need to be put in bags for pick-up after this date.
- 3) The Spring Mulch give-away is scheduled for May 7th for the citizens of Spencer. We will observe all Covid restrictions to keep our employee's and citizens safe. Delivery will be available for **IN Town residents only** for \$10 a load, **max of 3 loads per address**. This is on a first come first serve basis, and we are already beginning to receive orders. This corresponds with the normal recycling Saturday, so the Recycling center will also be open.
- 4) We are in the process of scheduling another Spring Clean-up day for May 21st. We are still working out the details for this day, but if anyone is interested in helping, or know of someone who could benefit from assistance that day, please let Town Hall know.
- 5) With the change in weather, weeds have really come out with a vengeance. We have been, and will continue to do spraying to get these under control. As always, we will only spray what is needed.
- 6) We have been working on getting the final leaf clean-up done on Town buildings, and Town right of ways. We have currently cleaned up and completed some repairs to several parks, and will continue to work on them as time and weather allow.
- 7) We have been working with The Friends of 8th Street Ballpark on repairs that they have been doing to the park. We have met with Duke Energy, and they are working on it from their end. We will provide an update at our regular monthly meeting.
- 8) We have conducted several interviews for our open sanitation position. We decided on an applicant, which fell through. So, we are back to receiving applications and conducting interviews for a sanitation laborer position.

9) The drainage issue that was discovered on Cain Street, has been repaired. Once the contractor opened the existing ditch line, another void was found that was larger than the first, which explains where the water was getting into the pipe. All of the old pipe, and catch basins have been replaced, with everything being complete but the repair of the asphalt. The contractor will replace the asphalt as soon as possible completing the project.

10) CCAP update:

We hosted a meeting with the affected homeowners on Friday, March 25th. Two of the three property owners were in attendance. Cindy made a presentation to the property owners, which Peter included in his weekly report, and their decision was that they wanted the project area to be marked. This will let them know exactly which portions of the property would be affected. Cindy and several of her colleagues will be marking the area this week, so the homeowners will have an opportunity to see it. Once marked, the property owners will have time to familiarize themselves with the project area, then we will meet again to discuss the project further and answer any follow up questions. If everyone is in agreement at that time, construction will then soon follow.

11) We continue to fix potholes that have been opened up due to the snow plowing process. We continue to patch as we can, but if you know of one, please report it or Public Works or Town Hall.

12) Since last report:

There were 0 abatements issued for Chronic Properties.

There was 0 abatement issued for other properties.

13) Work Orders were completed as necessary.

Monthly Events:

April 15th - Good Friday Holiday

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 10-GENERAL FUND							
0000-10-Revs							
10-3100-000 TAXES, PRIOR YEARS	\$3,500.00	\$3,500.00	\$0.00	\$5,778.00	\$1,961.22	\$2,278.00	165
10-3194-000 TAXES, 3RD PRIOR YR	\$2,800.00	\$2,800.00	\$0.00	\$1,655.48	\$445.31	\$1,144.52	59
10-3195-000 TAXES, 2ND PRIOR YR	\$8,000.00	\$8,000.00	\$0.00	\$1,677.74	\$563.37	\$6,322.26	21
10-3196-000 TAXES, FIRST PRIOR Y	\$39,000.00	\$39,000.00	\$0.00	\$15,110.86	\$1,303.22	\$23,889.14	39
10-3197-100 AD VALOREM TAXES CUR	\$1,433,143.00	\$1,433,143.00	\$0.00	\$1,366,991.18	\$167,309.45	\$66,151.82	95
10-3197-101 AD VALOREM TAXES VEH	\$134,779.00	\$134,779.00	\$0.00	\$83,107.83	\$11,150.57	\$51,671.17	62
10-3197-102 MUNICIPAL VEHICLE TA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-3197-180 TAX INTEREST & PENAL	\$10,000.00	\$10,000.00	\$0.00	\$8,699.44	\$2,856.19	\$1,300.56	87
10-3197-190 DOG TAX	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-3231-000 1% SALES TAX (ART 39	\$319,795.00	\$319,795.00	\$0.00	\$199,356.18	\$34,239.40	\$120,438.82	62
10-3232-000 1/2% SALES TAX (ART	\$189,902.00	\$189,902.00	\$0.00	\$127,814.31	\$20,809.67	\$62,087.69	67
10-3233-000 1/2% SALES TAX (ART	\$156,581.00	\$156,581.00	\$0.00	\$98,188.33	\$16,897.85	\$58,392.67	63
10-3234-000 TELECOMM.SALES TAX	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-3235-000 1/2% SALES TAX (ART	\$261,422.00	\$261,422.00	\$0.00	\$175,946.70	\$27,334.86	\$85,475.30	67
10-3260-000 PRIVILEGE LICENSE FE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-3261-000 CABLE TV FRANCHISE F	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-3314-004 FED.DRUG SEIZURE REV	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-3317-004 STATE DRUG SEIZURE R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-3318-000 INTANGIBLES TAX REIM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-3322-000 BEER & WINE TAX	\$14,100.00	\$14,100.00	\$0.00	\$0.00	\$0.00	\$14,100.00	0
10-3324-000 UTILITY FRANCHISE TA	\$188,000.00	\$188,000.00	\$0.00	\$93,541.06	\$45,137.56	\$94,458.94	50
10-3325-000 FOOD STAMP REIMBURSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-3326-000 SOLID WASTE DISPOSAL	\$1,200.00	\$1,200.00	\$0.00	\$1,295.91	\$0.00	\$95.91	108
10-3327-000 INVENTORY TAX REIMBU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-3431-000 COURT, PKG FEES, REP	\$2,000.00	\$2,000.00	\$0.00	\$1,139.48	\$85.50	\$860.52	57
10-3436-000 FIRE PROTECT.-EAST S	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-3437-000 FIRST RESPONDER FEES	\$4,020.00	\$4,020.00	\$0.00	\$3,015.00	\$335.00	\$1,005.00	75
10-3437-001 Rowan County Fire De	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-3438-000 ROWAN-SALIS SCHOOLS	\$120,400.00	\$120,400.00	\$0.00	\$120,358.06	\$0.00	\$41.94	100
10-3439-000 NCTM PAYMENTS	\$29,247.00	\$29,247.00	\$0.00	\$21,935.97	\$2,437.33	\$7,311.03	75
10-3440-000 WATER BOND FROM SALI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-3491-000 ZONING FEES	\$5,000.00	\$5,000.00	\$0.00	\$3,782.00	\$225.00	\$1,218.00	76
10-3491-001 LIEN PAYMENTS	\$9,000.00	\$9,000.00	\$0.00	\$6,194.32	\$780.50	\$2,805.68	69
10-3500-510 SOL/WASTE COLLECTION	\$219,300.00	\$219,300.00	\$0.00	\$147,520.52	\$19,332.33	\$71,779.48	67
10-3500-530 BULKY ITEM COLLECTIO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-3500-540 RECYCLING FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-3500-550 YARD WASTE SALES	\$1,000.00	\$1,000.00	\$0.00	\$265.00	\$70.00	\$735.00	27
10-3831-000 INVESTMENT EARNINGS	\$1,000.00	\$1,000.00	\$0.00	\$246.61	\$0.00	\$753.39	25
10-3833-001 Donations-Police Dep	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-3833-002 Donations-Other	\$0.00	\$100,500.00	\$0.00	\$110,500.00	\$10,000.00	\$10,000.00	110
10-3833-003 FIRE DEPT MEMORIALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-3833-004 DONATIONS-FIRE DEPAR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-3833-005 Donations-Arbor Day	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-3835-000 SALES-FIXED ASSETS	\$24,000.00	\$24,000.00	\$0.00	\$16,774.88	\$39.38	\$7,225.12	70
10-3837-000 ABC REVENUES	\$12,000.00	\$12,000.00	\$0.00	\$8,231.87	\$0.00	\$3,768.13	69
10-3838-000 INSURANCE REIMBURSEM	\$0.00	\$23,760.00	\$0.00	\$61,947.96	\$0.00	\$38,187.96	261
10-3839-000 MISCELLANEOUS REVENU	\$24,500.00	\$24,500.00	\$0.00	\$25,969.60	\$144.40	\$1,469.60	106
10-3839-001 CIVIL CITATIONS - PO	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0
10-3839-002 CIVIL CITATIONS - LA	\$100.00	\$100.00	\$0.00	\$237.50	\$0.00	\$137.50	238
10-3840-000 LIBRARY PARK RES.FEE	\$50.00	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00	0
10-3840-001 STANBACK FOREST RES.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0

Town of Spencer

Fiscal Period - FY 2021-2022 Date Range - 2021-07-01 - 2022-03-29

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
10-3841-000 STATE SHARED REVENUE	\$14,116.00	\$14,116.00	\$0.00	\$0.00	\$0.00	\$14,116.00	0
10-3920-000 Lease Proceeds-Suntr	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-3984-000 PROCEEDS FROM LOAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-3984-050 TRF.FROM SEWER FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-3984-060 RES EQTY TRF-SOL WAS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-3984-070 TRF FROM CAPITAL RES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-3985-000 FEDERAL GRANT - COPS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-3985-001 OTHER FIN.SOR-CAP LE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-3985-002 OTHER GRANTS	\$20,000.00	\$30,000.00	\$0.00	\$10,250.00	\$0.00	\$19,750.00	34
10-3985-003 GRANTS-STANBACK FORE	\$0.00	\$0.00	\$0.00	\$5,222.57	\$5,222.57	\$5,222.57	0
10-3985-050 RES.EQUITY TRF.-SEWE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-3985-060 TRANSF FROM POWELL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-3985-070 RESTRICTED REVENUE F	\$0.00	\$0.00	\$0.00	\$0.79	\$0.00	\$0.79	0
10-3986-001 SCHOOL RESOURCE OFFI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-3991-000 APPROPRIATED FUND BA	\$287,349.00	\$345,323.00	\$0.00	\$0.00	\$0.00	\$345,323.00	0
10-3991-001 APPROPRIATED CAPITAL	\$185,245.00	\$185,245.00	\$0.00	\$0.00	\$0.00	\$185,245.00	0
0000-10-Revs	\$3,720,649.00	\$3,912,883.00	\$0.00	\$2,722,755.15	\$368,680.68	\$1,304,912.51	70

Town of Spencer

Fiscal Period - FY 2021-2022 Date Range - 2021-07-01 - 2022-03-29

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
4110-10-GOVERNING BODY							
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10-4110-121 SALARIES/WAGES-REGUL	\$23,501.00	\$23,501.00	\$0.00	\$17,625.06	\$1,958.34	\$5,875.94	75
10-4110-181 FICA	\$1,798.00	\$1,798.00	\$0.00	\$1,348.47	\$149.83	\$449.53	75
10-4110-185 WORKERS COMPENSATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4110-186 UNEMPLOYMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4110-191 SERVICES-ACCOUNTING	\$10,100.00	\$10,100.00	\$0.00	\$3,563.00	\$0.00	\$6,537.00	35
10-4110-192 SERVICES-LEGAL	\$27,500.00	\$27,500.00	\$9,250.00	\$14,634.44	\$0.00	\$3,615.56	53
10-4110-194 CONTRACT SERVICES	\$9,000.00	\$9,000.00	\$0.00	\$3,761.90	\$3,761.90	\$5,238.10	42
10-4110-212 UNIFORMS	\$280.00	\$280.00	\$0.00	\$0.00	\$0.00	\$280.00	0
10-4110-291 SUPPLIES DATA PROCES	\$2,000.00	\$2,250.00	\$0.00	\$2,247.00	\$0.00	\$3.00	100
10-4110-299 SUPPLIES AND MATERIA	\$500.00	\$620.00	\$0.00	\$633.90	\$16.62	(\$13.90)	102
10-4110-311 TRAVEL	\$4,500.00	\$4,500.00	\$0.00	\$0.00	\$0.00	\$4,500.00	0
10-4110-321 TELEPHONE & INTERNET	\$300.00	\$300.00	\$0.00	\$209.52	\$44.90	\$90.48	70
10-4110-329 OTHER COMMUNICATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4110-370 ADVERTISING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4110-395 TRAINING	\$2,700.00	\$2,060.00	\$0.00	\$33.69	\$441.37	\$2,026.31	2
10-4110-399 OTHER SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4110-451 INSURANCE-PROP/GEN/P	\$1,815.00	\$1,815.00	\$0.00	\$1,815.00	\$0.00	\$0.00	100
10-4110-491 DUES AND SUBSCRIPTIO	\$11,530.00	\$11,530.00	\$0.00	\$10,936.52	\$0.00	\$593.48	95
10-4110-498 Spencer Business Ass	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4110-499 MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4110-550 CO-EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4110-570 CO-LAND	\$5,000.00	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	100
10-4110-580 CO-INFRASTRUCTURE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4110-600 NONPROFIT GRANTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4110-610 COMMUNITY APPEARANCE	\$10,000.00	\$10,000.00	\$2,000.00	\$0.00	(\$500.00)	\$8,000.00	0
10-4110-620 HISTORIC PRESERVATIO	\$10,300.00	\$10,300.00	\$0.00	\$500.00	\$500.00	\$9,800.00	5
10-4110-625 DONATION-LIBRARY PAR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4110-630 ROWAN COUNTY ELECTIO	\$3,200.00	\$3,470.00	\$0.00	\$3,466.49	\$0.00	\$3.51	100
10-4110-631 ROWAN COUNTY TAX COL	\$13,000.00	\$13,000.00	\$0.00	\$12,641.37	\$1,576.06	\$358.63	97
10-4110-640 TOURISM AND EVENTS	\$15,000.00	\$15,000.00	\$0.00	\$12,696.14	\$634.50	\$2,303.86	85
10-4110-645 SPENCER PARTNERSHIP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4110-650 FACADE GRANT -COMM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4110-651 FACADE GRANT-RESIDEN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4110-660 TRF.TO SOLID WASTE F	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4110-665 RES EQUITY TRF-FLEET	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4110-983 TRF.TO CAP.RES.(FIRE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4110-999 CONTINGENCIES	\$25,000.00	\$24,000.00	\$0.00	\$0.00	\$0.00	\$24,000.00	0
4110-10-GOVERNING BODY	\$177,024.00	\$176,024.00	\$11,250.00	\$91,112.50	\$8,583.52	\$73,661.50	58

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
4130-10-ADMINISTRATION							
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10-4130-121 SALARIES/WAGES-REGUL	\$242,398.00	\$242,398.00	\$0.00	\$166,119.98	\$13,244.54	\$76,278.02	69
10-4130-122 SALARIES/WAGES-OVERT	\$13,476.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4130-126 SALARIES/WAGES/TEMPO	\$0.00	\$5,830.00	\$0.00	\$869.95	\$0.00	\$4,960.05	15
10-4130-127 SALARIES/WAGES-BONUS	\$2,700.00	\$2,700.00	\$0.00	\$1,800.00	\$0.00	\$900.00	67
10-4130-133 401K Town Match	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4130-181 FICA	\$19,785.00	\$19,785.00	\$0.00	\$12,567.40	\$978.56	\$7,217.60	64
10-4130-182 RETIREMENT	\$28,050.00	\$28,050.00	\$0.00	\$11,699.63	\$1,527.86	\$16,350.37	42
10-4130-183 GROUP INSURANCE	\$39,800.00	\$39,800.00	\$0.00	\$34,115.55	\$3,931.75	\$5,684.45	86
10-4130-184 401K CONTRIBUTION	\$12,300.00	\$11,800.00	\$0.00	\$6,926.59	\$580.20	\$4,873.41	59
10-4130-185 WORKERS COMPENSATION	\$900.00	\$900.00	\$0.00	\$815.99	\$0.00	\$84.01	91
10-4130-186 UNEMPLOYMENT	\$2,000.00	\$2,000.00	\$0.00	\$880.72	\$0.00	\$1,119.28	44
10-4130-191 SERVICES-ACCOUNTING	\$2,400.00	\$2,400.00	\$0.00	\$0.00	\$0.00	\$2,400.00	0
10-4130-193 MEDICAL SERVICES	\$2,800.00	\$2,800.00	\$0.00	\$618.00	\$0.00	\$2,182.00	22
10-4130-194 CONTRACT SERVICES	\$142,490.00	\$146,836.00	\$36,726.25	\$95,956.02	\$11,025.70	\$14,153.73	65
10-4130-198 SERVICES-ENGINEERING	\$10,000.00	\$10,000.00	\$0.00	\$1,697.14	\$0.00	\$8,302.86	17
10-4130-211 JANITORIAL SUPPLIES	\$1,000.00	\$1,000.00	\$0.00	\$566.72	\$0.00	\$433.28	57
10-4130-212 UNIFORMS	\$320.00	\$320.00	\$0.00	\$0.00	\$0.00	\$320.00	0
10-4130-220 FOOD & PROVISIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4130-260 SUPPLIES-OFFICE	\$4,500.00	\$4,500.00	\$0.00	\$2,008.34	\$286.30	\$2,491.66	45
10-4130-270 COVID	\$0.00	\$0.00	\$0.00	\$0.00	(\$3,660.00)	\$0.00	0
10-4130-291 SUPPLIES-DATA PROCES	\$5,250.00	\$5,250.00	\$0.00	\$2,048.32	\$1,673.59	\$3,201.68	39
10-4130-296 SUPPLIES-MEDICAL	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0
10-4130-299 MISCELLANEOUS SUPPLI	\$2,300.00	\$3,800.00	\$389.69	\$2,422.19	(\$5.18)	\$988.12	64
10-4130-311 TRAVEL	\$3,250.00	\$3,250.00	\$0.00	\$1,075.85	\$708.57	\$2,174.15	33
10-4130-321 TELEPHONE AND INTERN	\$6,235.00	\$10,000.00	\$0.00	\$7,773.13	\$1,556.13	\$2,226.87	78
10-4130-325 POSTAGE	\$4,800.00	\$4,800.00	\$0.00	\$2,494.31	\$523.71	\$2,305.69	52
10-4130-329 OTHER COMMUNICATION	\$0.00	\$0.00	\$0.00	\$330.00	\$330.00	(\$330.00)	0
10-4130-331 UTILITIES	\$19,200.00	\$19,200.00	\$0.00	\$18,446.83	\$2,789.40	\$753.17	96
10-4130-332 WATER/SEWER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4130-341 PRINTING	\$1,100.00	\$1,100.00	\$0.00	\$430.29	\$182.50	\$669.71	39
10-4130-351 MAINTENANCE-BUILDING	\$2,500.00	\$2,000.00	\$0.00	\$33.15	\$5.59	\$1,966.85	2
10-4130-352 MAINT & REPAIRS - EQ	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4130-370 ADVERTISING	\$2,000.00	\$2,000.00	\$0.00	\$2,336.74	\$0.00	(\$336.74)	117
10-4130-394 CLEANING SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4130-395 TRAINING	\$4,200.00	\$4,200.00	\$560.00	\$3,818.50	\$131.50	(\$178.50)	91
10-4130-396 MEDICAL SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4130-397 TECHNOLOGY SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4130-398 PROFESSIONAL SERVICE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4130-399 OTHER SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4130-400 DAVID TREME EDUCATIO	\$3,000.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0
10-4130-439 EQUIPMENT RENTAL	\$0.00	\$5,900.00	\$0.00	\$4,013.99	\$267.00	\$1,886.01	68
10-4130-440 MAINTENANCE CONTRACT	\$16,200.00	\$24,800.00	\$0.00	\$19,939.15	\$2,407.20	\$4,860.85	80
10-4130-441 LICENSE FEE	\$22,197.00	\$22,197.00	\$4,879.00	\$15,882.07	\$372.47	\$1,435.93	72
10-4130-451 INSURANCE-PROP/GEN/P	\$10,026.00	\$10,026.00	\$0.00	\$9,503.69	\$0.00	\$522.31	95
10-4130-453 INSURANCE - BONDS	\$550.00	\$550.00	\$0.00	\$550.00	\$0.00	\$0.00	100
10-4130-491 DUES AND SUBSCRIPTIO	\$1,525.00	\$1,535.00	\$0.00	\$1,635.00	\$100.00	(\$100.00)	107
10-4130-492 WATER/SEWER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4130-499 MISCELLANEOUS	\$1,000.00	\$3,000.00	\$701.25	\$2,763.95	\$0.00	(\$465.20)	92
10-4130-521 CAPITAL SOFTWARE	\$12,695.00	\$12,695.00	\$3,312.50	\$9,382.50	\$0.00	\$0.00	74
10-4130-540 BOND PRINCIPAL/INTER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4130-550 CAP. OUTLAY-OTHER EQ	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4130-580 CAP.OUT-BLDG.STRUCT.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0

Town of Spencer

Fiscal Period - FY 2021-2022 Date Range - 2021-07-01 - 2022-03-29

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
10-4130-590 PARK PLAZA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4130-610 ECONOMIC DEV.COMM.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4130-620 ECON.DEV.ACTIVITIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4130-710 PRINICPAL	\$51,920.00	\$51,920.00	\$0.00	\$0.00	\$0.00	\$51,920.00	0
10-4130-720 INTEREST	\$108,565.00	\$92,090.00	\$0.00	\$0.00	\$0.00	\$92,090.00	0
10-4130-740 PARK PLAZZA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4130-750 LEASE PAYMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4130-800 DEPRECIATION EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4130-850 TRANSFER TO PARK PLA	\$0.00	\$57,974.00	\$0.00	\$57,974.00	\$0.00	\$0.00	100
10-4130-851 TRANSFER TO CORONAVI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4130-999 CREDIT CARD CHARGES	\$0.00	\$0.00	\$0.00	\$0.00	(\$297.05)	\$0.00	0
4130-10-ADMINISTRATION	\$803,932.00	\$862,906.00	\$46,568.69	\$499,495.69	\$38,660.34	\$316,841.62	63

Town of Spencer

Fiscal Period - FY 2021-2022 Date Range - 2021-07-01 - 2022-03-29

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
4310-10-POLICE OPERATIONS							
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10-4310-121 SALARIES/WAGES-REGUL	\$682,118.00	\$655,832.00	\$0.00	\$400,220.50	\$28,639.62	\$255,611.50	61
10-4310-122 SALARIES/WAGES-OVERT	\$0.00	\$5,000.00	\$0.00	\$5,206.59	\$1,250.16	(\$206.59)	104
10-4310-126 PART-TIME/TEMPORARY	\$2,000.00	\$1,760.00	\$0.00	\$352.00	\$0.00	\$1,408.00	20
10-4310-127 SALARIES/WAGES-BONUS	\$9,600.00	\$9,600.00	\$0.00	\$6,300.00	\$0.00	\$3,300.00	66
10-4310-131 SUPPLEMENTAL LAW RET	\$7,108.00	\$7,108.00	\$0.00	\$5,112.18	\$546.76	\$1,995.82	72
10-4310-133 LAW ENF.OFFICERS-401	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4310-181 FICA	\$53,650.00	\$52,502.00	\$0.00	\$31,111.31	\$2,248.05	\$21,390.69	59
10-4310-182 RETIREMENT	\$83,300.00	\$82,421.00	\$0.00	\$48,528.66	\$3,575.12	\$33,892.34	59
10-4310-183 GROUP INSURANCE	\$133,650.00	\$133,650.00	\$0.00	\$94,780.67	\$10,709.05	\$38,869.33	71
10-4310-184 401K CONTRIBUTION	\$34,600.00	\$34,600.00	\$0.00	\$19,695.91	\$1,448.40	\$14,904.09	57
10-4310-185 WORKERS COMPENSATION	\$23,000.00	\$17,000.00	\$0.00	\$16,813.25	\$0.00	\$186.75	99
10-4310-193 SERVICES-MEDICAL	\$3,500.00	\$3,500.00	\$0.00	\$85.00	\$0.00	\$3,415.00	2
10-4310-194 CONTRACT SERVICES	\$10,000.00	\$39,553.00	\$0.00	\$30,626.48	\$7,300.00	\$8,926.52	77
10-4310-212 UNIFORMS	\$10,700.00	\$10,700.00	\$0.00	\$4,395.39	\$0.00	\$6,304.61	41
10-4310-213 SUPPLIES-SAFETY	\$1,900.00	\$1,900.00	\$0.00	\$126.16	\$0.00	\$1,773.84	7
10-4310-231 DARE PROGRAM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4310-241 K-9 PROGRAM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4310-251 MOTOR FUEL AND LUBRI	\$24,000.00	\$24,000.00	\$0.00	\$19,085.69	\$1,828.72	\$4,914.31	80
10-4310-259 OTHER VEHICLE SUPPLI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4310-260 SUPPLIES-OFFICE	\$2,500.00	\$2,500.00	\$0.00	\$401.65	\$29.97	\$2,098.35	16
10-4310-291 SUPPLIES-DATA PROCES	\$0.00	\$480.00	\$0.00	\$588.94	\$118.30	(\$108.94)	123
10-4310-292 SAFETY SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4310-296 SUPPLIES-MEDICAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4310-299 SUPPLIES AND MATERIA	\$9,600.00	\$9,600.00	\$0.00	\$6,131.19	\$1,702.26	\$3,468.81	64
10-4310-311 TRAVEL	\$1,500.00	\$1,500.00	\$0.00	\$367.80	\$0.00	\$1,132.20	25
10-4310-321 TELEPHONE AND INTERN	\$14,500.00	\$14,500.00	\$0.00	\$10,626.91	\$4,564.23	\$3,873.09	73
10-4310-329 OTHER COMMUNICATION	\$4,000.00	\$4,000.00	\$0.00	\$2,348.01	(\$3,499.61)	\$1,651.99	59
10-4310-352 MAINTENANCE-EQUIPMEN	\$4,500.00	\$4,500.00	\$0.00	\$474.77	\$0.00	\$4,025.23	11
10-4310-353 MAINTENANCE-VEHICLES	\$11,000.00	\$11,000.00	\$437.20	\$3,206.69	\$772.48	\$7,356.11	29
10-4310-370 ADVERTISING	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0
10-4310-395 TRAINING	\$8,025.00	\$8,025.00	\$0.00	(\$190.00)	\$0.00	\$8,215.00	-2
10-4310-396 MEDICAL SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4310-440 MAINTENANCE CONTRACT	\$24,948.00	\$24,948.00	\$1.68	\$19,918.17	\$1,174.50	\$5,028.15	80
10-4310-441 LICENSE FEE	\$3,204.00	\$3,204.00	\$0.00	\$3,204.00	\$0.00	\$0.00	100
10-4310-451 INSURANCE-PROP/GEN/P	\$10,416.00	\$10,416.00	\$0.00	\$10,415.70	\$0.00	\$0.30	100
10-4310-452 INSURANCE-VEHICLES	\$13,208.00	\$12,728.00	\$0.00	\$12,254.77	\$0.00	\$473.23	96
10-4310-491 DUES AND SUBSCRIPTIO	\$380.00	\$380.00	\$0.00	\$100.00	\$0.00	\$280.00	26
10-4310-499 MISCELLANEOUS	\$1,000.00	\$1,000.00	\$0.00	\$416.68	\$17.90	\$583.32	42
10-4310-540 CO-VEHICLES	\$49,100.00	\$49,100.00	\$46,818.69	\$40,175.18	\$1,100.31	(\$37,893.87)	82
10-4310-550 CAP.OUTLAY-OTHER EQU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4310-560 CAPITAL OUTLAY-BLDG.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4310-750 LEASE PYMTS-COMPUTER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4310-760 LEASE PYMTS-VEHICLES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4310-765 LEASE PYMTS-RADIOS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4310-770 STATE DRUG SEIZURE E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4310-771 FED DRUG SEIZURE EXP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4310-800 DEPRECIATION EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
4310-10-POLICE OPERATIONS	\$1,237,207.00	\$1,237,207.00	\$47,257.57	\$792,880.25	\$63,526.22	\$397,069.18	68

Town of Spencer

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Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
4340-10-FIRE OPERATIONS							
-	-	-	-	-	-	-	-
10-4340-121 SALARIES/WAGES-REGUL	\$51,479.00	\$51,479.00	\$0.00	\$36,985.05	\$3,959.88	\$14,493.95	72
10-4340-122 OVERTIME	\$0.00	\$3,000.00	\$0.00	\$2,077.46	\$0.00	\$922.54	69
10-4340-125 SALARIES/WAGES-VOL F	\$18,370.00	\$18,370.00	\$0.00	\$7,092.22	\$375.00	\$11,277.78	39
10-4340-126 PART-TIME/TEMPORARY	\$174,105.00	\$169,305.00	\$0.00	\$94,006.98	\$10,891.51	\$75,298.02	56
10-4340-127 SALARIES/WAGES-BONUS	\$4,800.00	\$6,600.00	\$0.00	\$6,600.00	\$0.00	\$0.00	100
10-4340-180 FIREFIGHTER LIFE INS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4340-181 FICA	\$19,034.00	\$19,034.00	\$0.00	\$11,196.40	\$1,161.14	\$7,837.60	59
10-4340-182 RETIREMENT	\$6,046.00	\$6,046.00	\$0.00	\$4,231.15	\$453.02	\$1,814.85	70
10-4340-183 GROUP INSURANCE	\$8,010.00	\$8,010.00	\$0.00	\$6,094.68	\$946.18	\$1,915.32	76
10-4340-184 401K CONTRIBUTION	\$2,645.00	\$2,645.00	\$0.00	\$1,849.27	\$198.00	\$795.73	70
10-4340-185 WORKERS COMPENSATION	\$15,000.00	\$15,000.00	\$0.00	\$13,341.89	\$0.00	\$1,658.11	89
10-4340-194 CONTRACT SERVICES	\$5,600.00	\$5,600.00	\$2,786.28	\$1,436.00	\$0.00	\$1,377.72	26
10-4340-211 JANITORIAL SUPPLIES	\$1,800.00	\$1,800.00	\$0.00	\$820.14	\$143.62	\$979.86	46
10-4340-212 UNIFORMS	\$5,850.00	\$5,850.00	\$0.00	\$3,364.87	\$0.00	\$2,485.13	58
10-4340-213 SUPPLIES-SAFETY	\$19,605.00	\$19,605.00	\$11,675.00	\$696.03	(\$18.16)	\$7,233.97	4
10-4340-214 FEMA-PERS.PROTECTIVE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4340-215 PERSONAL PROTECTION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4340-220 FOOD & PROVISIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4340-230 SUPPLIES-EDUCATIONAL	\$1,150.00	\$1,150.00	\$0.00	\$0.00	\$0.00	\$1,150.00	0
10-4340-251 MOTOR FUEL AND LUBRI	\$4,500.00	\$4,500.00	\$0.00	\$5,214.14	\$747.34	(\$714.14)	116
10-4340-259 OTHER VEHICLE SUPPLI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4340-260 SUPPLIES-OFFICE	\$1,000.00	\$1,000.00	\$0.00	\$539.33	\$0.00	\$460.67	54
10-4340-265 POSTAGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4340-270 DUES & SUBSCRIPTIONS	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,795.00)	\$0.00	0
10-4340-291 SUPPLIES-DATA PROCES	\$1,000.00	\$1,000.00	\$0.00	\$619.99	\$0.00	\$380.01	62
10-4340-292 SAFETY SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4340-296 SUPPLIES-MEDICAL	\$2,340.00	\$2,340.00	\$1,000.00	\$978.89	\$0.00	\$361.11	42
10-4340-299 SUPPLIES AND MATERIA	\$3,800.00	\$12,400.00	\$350.00	\$8,996.38	\$56.42	\$3,053.62	73
10-4340-311 TRAVEL	\$300.00	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0
10-4340-321 TELEPHONE AND INTE	\$7,500.00	\$7,500.00	\$0.00	\$5,420.05	\$1,040.86	\$2,079.95	72
10-4340-329 OTHER COMMUNICATION	\$3,280.00	\$1,730.00	\$0.00	\$149.90	\$0.00	\$1,580.10	9
10-4340-331 UTILITIES	\$7,160.00	\$7,160.00	\$0.00	\$6,604.48	\$1,017.42	\$555.52	92
10-4340-333 NATURAL GAS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4340-351 MAINTENANCE-BUILDING	\$3,000.00	\$28,972.00	\$3,846.41	\$24,125.74	\$0.00	\$999.85	83
10-4340-352 MAINTENANCE-EQUIPMEN	\$5,000.00	\$5,000.00	\$40.62	\$1,603.31	(\$1,447.44)	\$3,356.07	32
10-4340-353 MAINTENANCE-VEHICLES	\$15,500.00	\$15,500.00	\$4,403.37	\$4,561.68	\$2,167.03	\$6,534.95	29
10-4340-354 MAINTENANCE-GROUNDS	\$500.00	\$500.00	\$0.00	\$153.97	\$0.00	\$346.03	31
10-4340-370 ADVERTISING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4340-375 PUBLIC ED.PREV.MATER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4340-395 TRAINING	\$4,250.00	\$4,250.00	\$277.29	\$943.73	\$356.00	\$3,028.98	22
10-4340-396 MEDICAL SERVICES	\$500.00	\$500.00	\$0.00	\$360.00	\$0.00	\$140.00	72
10-4340-440 MAINTENANCE CONTRACT	\$2,588.00	\$2,588.00	\$0.00	\$832.89	\$221.00	\$1,755.11	32
10-4340-441 LICENSE FEE	\$2,250.00	\$3,365.00	\$0.00	\$3,365.00	\$0.00	\$0.00	100
10-4340-451 INSURANCE-PROP/GEN/P	\$5,120.00	\$5,120.00	\$0.00	\$3,435.33	\$0.00	\$1,684.67	67
10-4340-452 INSURANCE - VEHICLES	\$4,741.00	\$4,741.00	\$0.00	\$4,741.00	\$0.00	\$0.00	100
10-4340-491 DUES AND SUBSCRIPTIO	\$2,185.00	\$2,185.00	\$0.00	\$1,990.00	\$1,795.00	\$195.00	91
10-4340-499 MISCELLANEOUS	\$500.00	\$9,679.00	\$545.00	\$9,340.94	\$206.92	(\$206.94)	97
10-4340-540 CO-VEHICLES	\$0.00	\$25,162.00	\$25,647.26	\$0.00	\$0.00	(\$485.26)	0
10-4340-550 CO-EQUIPMENT	\$5,000.00	\$5,000.00	\$425.00	\$4,263.86	\$0.00	\$311.14	85
10-4340-560 CO-BUILDING AND IMPR	\$20,000.00	\$18,885.00	\$0.00	\$0.00	\$0.00	\$18,885.00	0
10-4340-570 CO-LAND	\$75,000.00	\$31,397.00	\$0.00	\$0.00	\$0.00	\$31,397.00	0
10-4340-670 MILLER FERRY F.D.CON	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0

Town of Spencer

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Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
10-4340-750 LEASE PAYMENTS	\$18,251.00	\$18,251.00	\$0.00	\$18,250.71	\$0.00	\$0.29	100
10-4340-752 LEASE PMTS-UTILITY T	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4340-753 LEASE PAYMENTS-RADIO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4340-755 LEASE PAYMENTS-FIRE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4340-765 LEASE PYMT-RADIOS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4340-775 LEASE PYMTS - EQUIPM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4340-785 LEASE PAYMT-UTILITY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4340-800 FIRE STATION LEASE P	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4340-810 DEPRECIATION EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
4340-10-FIRE OPERATIONS	\$528,759.00	\$552,519.00	\$50,996.23	\$296,283.46	\$22,475.74	\$205,239.31	63

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Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
10-4510-580 CO-INFRASTRUCTURE	\$37,000.00	\$37,000.00	\$0.00	\$37,726.14	\$0.00	(\$726.14)	102
10-4510-591 ROADWAY & PAVING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4510-593 LANDSCAPING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4510-750 LEASE PAYMENTS-COMPU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4510-770 LEASE PAYMENTS-BACKH	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4510-775 LEASE PAYMENTS-EQUIP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4510-800 DEPRECIATION EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
4510-10-STREETS OPERATIONS	\$455,230.00	\$455,230.00	\$35,809.61	\$259,559.51	\$26,305.55	\$159,860.88	65

Town of Spencer

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Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
4710-10-SOLID/YARD OPERATIONS							
10-4710-121 SALARIES/WAGES-REGUL	\$199,635.00	\$199,635.00	\$0.00	\$128,292.61	\$13,626.58	\$71,342.39	64
10-4710-122 SALARIES/WAGES-OVERT	\$1,500.00	\$1,500.00	\$0.00	\$1,164.18	\$182.80	\$335.82	78
10-4710-127 SALARIES/WAGES-BONUS	\$3,255.00	\$3,255.00	\$0.00	\$3,255.00	\$0.00	\$0.00	100
10-4710-133 401-K MATCH	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4710-181 FICA	\$15,650.00	\$15,650.00	\$0.00	\$9,377.16	\$975.54	\$6,272.84	60
10-4710-182 RETIREMENT	\$23,400.00	\$23,400.00	\$0.00	\$14,869.06	\$1,586.12	\$8,530.94	64
10-4710-183 GROUP INSURANCE	\$59,500.00	\$59,500.00	\$0.00	\$33,917.87	\$4,696.75	\$25,582.13	57
10-4710-184 401K CONTRIBUTION	\$9,800.00	\$9,800.00	\$0.00	\$4,200.65	\$448.09	\$5,599.35	43
10-4710-185 WORKERS COMPENSATION	\$11,000.00	\$11,000.00	\$0.00	\$10,041.20	\$0.00	\$958.80	91
10-4710-193 SERVICES-MEDICAL	\$250.00	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0
10-4710-211 JANITORIAL SUPPLIES	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0
10-4710-212 UNIFORMS	\$3,250.00	\$3,250.00	\$0.00	\$2,176.63	\$67.82	\$1,073.37	67
10-4710-213 SAFETY SUPPLIES	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0
10-4710-230 SUPPLIES-EDUCATIONAL	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0
10-4710-240 CONSTRUCT./REPAIR SU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4710-251 MOTOR FUEL AND LUBRI	\$11,000.00	\$11,000.00	\$0.00	\$10,371.26	\$1,877.06	\$628.74	94
10-4710-252 TIRES & TUBES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4710-253 PARTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4710-260 OFFICE SUPPLIES/MATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4710-270 CARTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4710-293 SAFETY SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4710-299 SUPPLIES AND MATERIA	\$400.00	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00	0
10-4710-311 TR AVEL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4710-321 TELEPHONE AND INTERN	\$2,250.00	\$2,250.00	\$0.00	\$889.48	\$101.70	\$1,360.52	40
10-4710-329 OTHER COMMUNICATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4710-352 MAINTENANCE-EQUIPMEN	\$4,200.00	\$4,200.00	\$0.00	\$2,388.94	\$0.00	\$1,811.06	57
10-4710-353 MAINTENANCE-VEHILCES	\$8,100.00	\$8,100.00	\$0.00	\$7,913.21	\$102.94	\$186.79	98
10-4710-370 ADVERTISING	\$150.00	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00	0
10-4710-395 TRAINING	\$250.00	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0
10-4710-396 MEDICAL SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4710-397 LANDFILL SER TIPPING	\$50,000.00	\$50,000.00	\$0.00	\$37,833.58	\$4,008.96	\$12,166.42	76
10-4710-398 LANDFILL SER RECYCLI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4710-399 OTHER SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4710-438 TREE WORK	\$1,675.00	\$1,675.00	\$0.00	\$0.00	\$0.00	\$1,675.00	0
10-4710-440 MAINTENANCE CONTRACT	\$10,500.00	\$10,500.00	\$0.00	\$10,075.00	\$22.50	\$425.00	96
10-4710-451 INSURANCE-PROP/GEN/P	\$1,758.00	\$1,758.00	\$0.00	\$792.72	\$0.00	\$965.28	45
10-4710-452 INSURANCE-VEHICLES	\$3,300.00	\$3,300.00	\$0.00	\$1,364.96	\$0.00	\$1,935.04	41
10-4710-499 MISCELLANEOUS	\$325.00	\$325.00	\$0.00	\$0.00	\$0.00	\$325.00	0
10-4710-540 CAP OUT-MOTOR VEH	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4710-550 CAP.OUTLAY-OTHER EQU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4710-580 CAPITAL OUTLAY-BLDG,	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4710-750 LEASE PAYMENTS	\$14,885.00	\$14,885.00	\$0.00	\$9,923.28	\$3,721.23	\$4,961.72	67
10-4710-760 LEASE PAYMENTS-VEHIC	\$0.00	\$0.00	\$0.00	\$0.00	(\$3,721.23)	\$0.00	0
10-4710-775 LEASE PAYMENTS-EQUIP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4710-800 DEPRECIATION EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
4710-10-SOLID/YARD OPERATIONS	\$437,733.00	\$437,733.00	\$0.00	\$288,846.79	\$27,696.86	\$148,886.21	66

Town of Spencer

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Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
6110-10-LIBRARY							
-							
10-6110-121 SALARIES & WAGES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6110-126 PART-TIME/TEMPORARY	\$14,625.00	\$14,625.00	\$0.00	\$9,953.88	\$1,200.52	\$4,671.12	68
10-6110-127 SALARIES/WAGES-BONUS	\$600.00	\$600.00	\$0.00	\$300.00	\$0.00	\$300.00	50
10-6110-181 FICA	\$1,200.00	\$1,200.00	\$0.00	\$784.43	\$91.84	\$415.57	65
10-6110-194 CONTRACT SERVICES	\$1,700.00	\$1,680.00	\$0.00	\$100.00	\$0.00	\$1,580.00	6
10-6110-260 SUPPLIES-OFFICE	\$550.00	\$550.00	\$0.00	\$303.29	\$59.07	\$246.71	55
10-6110-291 SUPPLIES-DATA PROCES	\$1,650.00	\$1,650.00	\$0.00	\$8.50	\$0.00	\$1,641.50	1
10-6110-293 SAFETY SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6110-299 SUPPLIES	\$1,600.00	\$2,100.00	\$0.00	\$1,150.50	\$204.04	\$949.50	55
10-6110-311 TRAVEL	\$0.00	\$20.00	\$0.00	\$15.68	\$0.00	\$4.32	78
10-6110-321 TELEPHONE AND INTERN	\$2,000.00	\$2,000.00	\$0.00	\$1,372.07	\$374.01	\$627.93	69
10-6110-331 UTILITIES	\$8,300.00	\$8,300.00	\$0.00	\$5,553.80	\$876.37	\$2,746.20	67
10-6110-333 NATURAL GAS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6110-351 MAINTENANCE-BUILDING	\$26,900.00	\$26,900.00	\$0.00	\$85.99	\$0.00	\$26,814.01	0
10-6110-370 ADVERTISING	\$500.00	\$500.00	\$0.00	\$11.00	\$0.00	\$489.00	2
10-6110-395 TRAINING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6110-440 MAINTENANCE CONTRACT	\$1,300.00	\$1,300.00	\$0.00	\$1,083.52	\$491.50	\$216.48	83
10-6110-451 INSURANCE-PRO/GEN/PR	\$1,893.00	\$1,893.00	\$0.00	\$1,892.75	\$0.00	\$0.25	100
10-6110-491 DUES & SUBSCRIPTIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6110-495 BOOKS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6110-497 PROGRAMS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6110-499 MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6110-550 CAPITAL OUTLAY-BLDG	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6110-580 CAPITAL OUTLAY-BLDG	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6110-800 LIBRARY REPAIR LEASE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6110-999 Transfer To Cap. Fun	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
6110-10-LIBRARY	\$62,818.00	\$63,318.00	\$0.00	\$22,615.41	\$3,297.35	\$40,702.59	36

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Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
6120-10-RECREATION							
-							
10-6120-126 SALARIES-TEMP/PART-T	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6120-181 SOCIAL SECURITY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6120-299 SUPPLIES AND MATERIA	\$750.00	\$750.00	\$479.97	\$0.00	\$0.00	\$270.03	0
10-6120-331 UTILITIES	\$2,500.00	\$2,500.00	\$0.00	\$1,409.47	\$230.38	\$1,090.53	56
10-6120-355 MAINT & REPAIR-SPENC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6120-356 MAINT & REPAIR-ROWAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6120-357 MAINTENANCE-PARKS AN	\$8,596.00	\$18,596.00	\$4,880.25	\$131.52	\$131.52	\$13,584.23	1
10-6120-358 MAINT & REPAIR-LIBRA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6120-359 MAINT. & REPAIR - OT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6120-399 OTHER SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6120-451 INSURANCE-PROP/GEN/P	\$100.00	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	100
10-6120-499 MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6120-500 MAINT.LIBRARY PARK	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6120-501 MAINT SPENCER WOODS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6120-525 SENIOR CITIZEN PROGR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6120-550 CAP.OUTLAY-OTHER EQU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6120-570 CAP OUT-LAND ACQ & D	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6120-580 CAPITAL OUTLAY-IMPRO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6120-625 SENIOR CITIZENS COUN	\$6,000.00	\$6,000.00	\$0.00	\$1,945.47	\$0.00	\$4,054.53	32
10-6120-800 DEPRECIATION EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6120-850 TRANSFER TO DOWNTOWN	\$0.00	\$100,000.00	\$0.00	\$100,000.00	\$0.00	\$0.00	100
6120-10-RECREATION	\$17,946.00	\$127,946.00	\$5,360.22	\$103,586.46	\$361.90	\$18,999.32	85

Town of Spencer

Fiscal Period - FY 2021-2022 Date Range - 2021-07-01 - 2022-03-29

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 10-GENERAL FUND							
FundRevTot	\$3,720,649.00	\$3,912,883.00	\$0.00	\$2,722,755.15	\$368,680.68	\$1,304,912.51	70
FundExpTot	\$3,720,649.00	\$3,912,883.00	\$197,242.32	\$2,354,380.07	\$190,907.48	\$1,361,260.61	65

Town of Spencer

Fiscal Period - FY 2021-2022 Date Range - 2021-07-01 - 2022-03-29

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
<u>Reporting Fund: 20-POWELL BILL</u>							
0000-20-Revs							
-							
20-3197-102 MUNICIPAL VEHICLE TA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
20-3328-000 POWELL BILL REVENUE	\$92,300.00	\$92,300.00	\$0.00	\$112,327.50	\$0.00	\$20,027.50	122
20-3831-000 INVESTMENT EARNINGS	\$70.00	\$70.00	\$0.00	\$21.48	\$0.00	\$48.52	31
20-3839-000 MISCELLANEOUS REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
20-3991-000 APPROPRIATED FUND BA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
0000-20-Revs	\$92,370.00	\$92,370.00	\$0.00	\$112,348.98	\$0.00	\$20,076.02	122

Town of Spencer

Fiscal Period - FY 2021-2022 Date Range - 2021-07-01 - 2022-03-29

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
4510-20-STREETS OPERATIONS							
-							
20-4510-000 TRANS TO/FROM GEN FU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
20-4510-121 SALARIES/WAGES-REGUL	\$9,680.00	\$9,680.00	\$0.00	\$7,636.02	\$766.10	\$2,043.98	79
20-4510-127 SALARIES/WAGES-BONUS	\$90.00	\$90.00	\$0.00	\$90.00	\$0.00	\$0.00	100
20-4510-181 FICA	\$740.00	\$740.00	\$0.00	\$590.97	\$58.60	\$149.03	80
20-4510-182 RETIREMENT	\$1,079.00	\$1,079.00	\$0.00	\$886.10	\$104.64	\$192.90	82
20-4510-183 GROUP INSURANCE	\$2,167.00	\$2,167.00	\$0.00	\$1,372.84	\$149.07	\$794.16	63
20-4510-184 401K CONTRIBUTION	\$489.00	\$489.00	\$0.00	\$381.76	\$38.30	\$107.24	78
20-4510-191 PROF.SERV.-ENGIN. FE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
20-4510-198 SERVICES-ENGINEERING	\$4,000.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	0
20-4510-294 STREET SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
20-4510-299 SUPPLIES AND MATERIA	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0
20-4510-355 MAINTENANCE-SIDEWALK	\$12,000.00	\$12,000.00	\$0.00	\$5,490.25	\$0.00	\$6,509.75	46
20-4510-356 MAINTENANCE-STREETS	\$16,000.00	\$16,000.00	\$0.00	\$8,250.00	\$0.00	\$7,750.00	52
20-4510-540 CAP OUTLAY - VEHICLE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
20-4510-580 CO-INFRASTRUCTURE	\$44,125.00	\$44,125.00	\$23,255.00	\$0.00	\$0.00	\$20,870.00	0
4510-20-STREETS OPERATIONS	\$92,370.00	\$92,370.00	\$23,255.00	\$24,697.94	\$1,116.71	\$44,417.06	52

Town of Spencer

Fiscal Period - FY 2021-2022 Date Range - 2021-07-01 - 2022-03-29

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 20-POWELL BILL							
FundRevTot	\$92,370.00	\$92,370.00	\$0.00	\$112,348.98	\$0.00	\$20,076.02	122
FundExpTot	\$92,370.00	\$92,370.00	\$23,255.00	\$24,697.94	\$1,116.71	\$44,417.06	52

Town of Spencer

Fiscal Period - FY 2021-2022 Date Range - 2021-07-01 - 2022-03-29

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 70-HEALTH INSURANCE REIMBURSEMENT							
0000-70-Revs							
-							
70-3839-000 Miscellaneous Revenu	\$0.00	\$0.00	\$0.00	\$45,000.00	\$10,000.00	\$45,000.00	0
0000-70-Revs	\$0.00	\$0.00	\$0.00	\$45,000.00	\$10,000.00	\$45,000.00	0

Town of Spencer

Fiscal Period - FY 2021-2022 Date Range - 2021-07-01 - 2022-03-29

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
4130-70-ADMINISTRATION							
-							
70-4130-187 INSURANCE REIMBURSEM	\$0.00	\$0.00	\$0.00	\$46,852.69	\$11,450.14	(\$46,852.69)	0
4130-70-ADMINISTRATION	\$0.00	\$0.00	\$0.00	\$46,852.69	\$11,450.14	(\$46,852.69)	0

Town of Spencer

Fiscal Period - FY 2021-2022 Date Range - 2021-07-01 - 2022-03-29

Account		Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 70-HEALTH INSURANCE REIMBURSEMENT								
	FundRevTot	\$0.00	\$0.00	\$0.00	\$45,000.00	\$10,000.00	\$45,000.00	0
	FundExpTot	\$0.00	\$0.00	\$0.00	\$46,852.69	\$11,450.14	(\$46,852.69)	0
Grand Totals:								
	TotalRev	\$3,813,019.00	\$4,005,253.00	\$0.00	\$2,880,104.13	\$378,680.68	\$1,369,988.53	72
	TotalExp	\$3,813,019.00	\$4,005,253.00	\$220,497.32	\$2,425,930.70	\$203,474.33	\$1,358,824.98	66

Town of Spencer

Fiscal Period - Park Plaza Municipal Project Date Range - 2020-12-01 - 2022-03-29

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 80-PARK PLAZA MUNICIPAL COMPLEX PROECT							
0000-80-Revs							
-							
80-3831-000 INVESTMENT EARNINGS	\$0.00	\$0.00	\$0.00	\$232.63	\$23.95	\$232.63	0
80-3894-010 CANNON FOUNDATION GR	\$222,974.00	\$75,000.00	\$0.00	\$75,000.00	(\$75,000.00)	\$0.00	100
80-3984-000 INSTALLMENT DEBT PRO	\$2,826,202.00	\$2,826,202.00	\$0.00	\$2,820,302.00	\$0.00	\$5,900.00	100
80-3984-001 USDA LOAN	\$0.00	\$2,826,202.00	\$0.00	\$2,826,202.00	\$2,826,202.00	\$0.00	100
80-3984-010 GENERAL FUND CONTRIB	\$0.00	\$157,974.00	\$0.00	\$157,974.00	\$0.00	\$0.00	100
0000-80-Revs	\$3,049,176.00	\$5,885,378.00	\$0.00	\$5,879,710.63	\$2,751,225.95	\$6,132.63	100
4200-80-PARK PLAZA							
-							
80-4200-192 PROFESSIONAL SERV-LE	\$20,000.00	\$20,000.00	\$0.00	\$14,809.37	\$2,250.00	\$5,190.63	74
80-4200-193 ADMINISTRATIVE SERVI	\$10,000.00	\$7,900.00	\$0.00	\$4,250.87	\$2,250.87	\$3,649.13	54
80-4200-555 FURNISHINGS AND EQUI	\$274,900.00	\$274,900.00	\$462.60	\$263,736.58	\$0.00	\$10,700.82	96
80-4200-580 CAPITAL OUTLAY-BLDG,	\$2,526,489.00	\$2,636,361.00	\$30,199.00	\$2,606,161.72	\$88,063.92	\$0.28	99
80-4200-585 ARCHITECT FEES	\$27,130.00	\$31,329.00	\$0.00	\$31,328.94	\$2,281.41	\$0.06	100
80-4200-594 SPECIAL INSPECTIONS	\$0.00	\$13,273.00	\$0.00	\$13,273.75	\$2,243.25	(\$0.75)	100
80-4200-710 PRINCIPAL PAYMENT	\$0.00	\$2,826,202.00	\$0.00	\$2,826,202.00	\$2,826,202.00	\$0.00	100
80-4200-780 INTEREST	\$50,657.00	\$56,823.00	\$0.00	\$56,943.26	\$56,943.26	(\$120.26)	100
80-4200-999 CONTINGENCY	\$140,000.00	\$18,590.00	\$0.00	\$15,082.32	\$1.47	\$3,507.68	81
4200-80-PARK PLAZA	\$3,049,176.00	\$5,885,378.00	\$30,661.60	\$5,831,788.81	\$2,980,236.18	\$22,927.59	100
Reporting Fund: 80-PARK PLAZA MUNICIPAL COMPLEX PROECT							
FundRevTot	\$3,049,176.00	\$5,885,378.00	\$0.00	\$5,879,710.63	\$2,751,225.95	\$6,132.63	100
FundExpTot	\$3,049,176.00	\$5,885,378.00	\$30,661.60	\$5,831,788.81	\$2,980,236.18	\$22,927.59	100
Grand Totals:							
TotalRev	\$3,049,176.00	\$5,885,378.00	\$0.00	\$5,879,710.63	\$2,751,225.95	\$6,132.63	100
TotalExp	\$3,049,176.00	\$5,885,378.00	\$30,661.60	\$5,831,788.81	\$2,980,236.18	\$22,927.59	100

Fiscal Period - YADKIN RIVER TRAILHEAD Date Range - 2020-07-01 - 2022-03-29

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 90-YADKIN RIVER TRAIL							
0000-90-Revs							
-							
90-3985-240 YADKIN RIVER TRAIL D	\$20,559.00	\$320,659.00	\$0.00	\$331,724.40	\$50,425.27	\$11,065.40	103
90-3985-850 GENERAL FUND TRANSFE	\$114,258.00	\$114,258.00	\$0.00	\$114,258.00	\$0.00	\$0.00	100
0000-90-Revs	\$134,817.00	\$434,917.00	\$0.00	\$445,982.40	\$50,425.27	\$11,065.40	103
Reporting Fund: 90-YADKIN RIVER TRAIL							
FundRevTot	\$134,817.00	\$434,917.00	\$0.00	\$445,982.40	\$50,425.27	\$11,065.40	103
FundExpTot							
Grand Totals:	TotalRev	\$134,817.00	\$434,917.00	\$0.00	\$445,982.40	\$50,425.27	\$11,065.40
	TotalExp						0

Town of Spencer

Fiscal Period - CORONAVIRUS ARPA GRANT PROJECT Date Range - 2021-07-01 - 2022-03-29

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 91-CORONAVIRUS ARPA GRANT PROJECT							
0000-91-Revs							
-							
91-3831-000 INVESTMENT EARNINGS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
91-3984-000 CSLRF FUNDS-GRANT	\$1,037,997.00	\$1,037,997.00	\$0.00	\$518,998.00	\$0.00	\$518,999.00	50
0000-91-Revs	\$1,037,997.00	\$1,037,997.00	\$0.00	\$518,998.00	\$0.00	\$518,999.00	50
4210-91-CORONAVIRUS ARPA							
-							
91-4210-580 CO-INFRASTRUCTURE-CS	\$1,037,997.00	\$1,037,997.00	\$750.00	\$1,500.00	\$0.00	\$1,035,747.00	0
4210-91-CORONAVIRUS ARPA	\$1,037,997.00	\$1,037,997.00	\$750.00	\$1,500.00	\$0.00	\$1,035,747.00	0
Reporting Fund: 91-CORONAVIRUS ARPA GRANT PROJECT							
FundRevTot	\$1,037,997.00	\$1,037,997.00	\$0.00	\$518,998.00	\$0.00	\$518,999.00	50
FundExpTot	\$1,037,997.00	\$1,037,997.00	\$750.00	\$1,500.00	\$0.00	\$1,035,747.00	0
Grand Totals:							
TotalRev	\$1,037,997.00	\$1,037,997.00	\$0.00	\$518,998.00	\$0.00	\$518,999.00	50
TotalExp	\$1,037,997.00	\$1,037,997.00	\$750.00	\$1,500.00	\$0.00	\$1,035,747.00	0

Town of Spencer

Fiscal Period - DOWNTOWN PARK PROJECT Date Range - 2021-07-01 - 2022-03-29

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
<u>Reporting Fund: 92-DOWNTOWN PARK PROJECT</u>							
0000-92-Revs							
-							
92-3985-241 DOWNTOWN PARK DONATI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
92-3985-850 GENERAL FUND TRANSFE	\$100,000.00	\$100,000.00	\$0.00	\$100,000.00	\$0.00	\$0.00	100
0000-92-Revs	\$100,000.00	\$100,000.00	\$0.00	\$100,000.00	\$0.00	\$0.00	100
6120-92-RECREATION							
-							
92-6120-580 CO-INFRASTRUCTURE	\$100,000.00	\$100,000.00	\$46,565.00	\$23,010.00	\$23,010.00	\$30,425.00	23
6120-92-RECREATION	\$100,000.00	\$100,000.00	\$46,565.00	\$23,010.00	\$23,010.00	\$30,425.00	70
<u>Reporting Fund: 92-DOWNTOWN PARK PROJECT</u>							
FundRevTot	\$100,000.00	\$100,000.00	\$0.00	\$100,000.00	\$0.00	\$0.00	100
FundExpTot	\$100,000.00	\$100,000.00	\$46,565.00	\$23,010.00	\$23,010.00	\$30,425.00	70
Grand Totals:	TotalRev	\$100,000.00	\$100,000.00	\$0.00	\$100,000.00	\$0.00	\$0.00 100
	TotalExp	\$100,000.00	\$100,000.00	\$46,565.00	\$23,010.00	\$23,010.00	\$30,425.00 70



March Report Spencer Public Library

On March 23rd, Kim Sheeks, former teacher and storyteller, entertained a group of small children as a celebration of Dr. Seuss' birthday. With costumes and great voices, Kim shared the story of Green Eggs and Ham, Bartholomew and the Oobleck and others with the children. Afterwards, the participants made Oobleck with a mixture of cornstarch, green food coloring and other secret ingredients. The young ones were fascinated as they stuck hands and fingers in the gooey, yet stiff concoction. To top off the event, purple and pink-iced cupcakes were served to all. The children gathered up all of their prizes and gifts of bookmarks, character-shaped pencil sharpeners and stickers. Then the mothers checked out age-appropriate books and at the library closing, everyone had to sadly leave the fun. On April 11th at 3 pm, we will sponsor a small Easter egg hunt in the children's room and we will read a spring story. Everyone ages 3-10 is welcome to participate. The eggs will be hidden behind a book or a stuffed animal.

Our exciting event coming up in May will be on May 7th at 3 and concluding at 7:30. Central United Methodist Church is

partnering with the town in order to offer many fun activities for the children. A bouncy house and the Circus Train puppet show will be behind the library. Children's games will be on the lawn behind the gazebo. Slice's Diggity Dawgs, a hot dog cart owned by Scott Vanderslice, will be selling meals for picnic on the grounds.

The library will sponsor the musical acts in the gazebo starting at 4 with Al Zaid, world-wide performer of doo-wop and soul music from the fifties and sixties. Next on the musical menu is Chris Ellis at 5 who will sing an hour of Elvis music. He has some examples of his Elvis impersonations on our Facebook page. At six, the Salisbury Swing Band will play an hour of fifties swing music. Everyone of all ages is encouraged to dance to this music. At 7, Dandi-Lion, a young woman who is expert with the hula hoop will be amazing the crowd with lights and motion. Share this event with all of your friends, community members and church congregations. Hope to see you all there! Celebrate the Fabulous Fifties with Spencer Library!



Chris Ellis- Elvis entertainer

3/29/2022	Tues.		0	0	0	0	0	0	0	0	4/12/2022
3/30/2022	Wed.		0	0	0	0	0	0	0	0	4/13/2022
3/31/2022	Thurs.		0	0	0	0	0	0	0	0	4/14/2022
4/1/2022	Fri.		0	0	0	0	0	0	0	0	4/15/2022
WEEK TOTAL:			0	0	0	0	0	0	0	0	
MONTH TOTAL:			62	47	52	3	5	0	0	0	

Insights

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▲ 232%

Post engagements

529

▲ 98%

Page likes

10

▲ 67%



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84

People reached



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Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date: 4/12/2022

(Attach relevant documentation)

Issue under Consideration:	Town Manager Report
Current Status:	N/A
Points to Consider:	N/A
Financial Impact:	N/A
Options:	N/A
Recommendations:	For Information & Discussion
Department:	Town Manager

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

To: Mayor Williams and Members of the Board of Aldermen
From: Peter Franzese, Town Manager
Date: April 1, 2022
Re: April 2022 Town Manager Report

Update on Town Park project and potential additional funding source

Although the Town Park project is elsewhere in your April agenda, I thought it would be helpful to include some detail in this report on the initial cost estimate. The phase 1 estimate totals approximately \$1.2 million, with a lengthy list of Add Alternates totaling nearly another \$1.1 million. The base bid includes the main elements within the park footprint including a lawn and open air-pavilion with restrooms. It leaves some decorative elements (such as a water feature and substantial brickwork), additional restroom capacity, and upgrades to the parking lot areas (both near the park and elsewhere in the shopping center) as alternates or for a future phase.

We believe this estimate is within the expected range and allows us to pursue a PARTF grant of \$500,000 (dollar for dollar match is required for this funding). We are exploring other grant opportunities as well, such as the recently announced NC Rural Transformation Grant, potentially worth \$950,000. <https://www.nccommerce.com/news/press-releases/new-grant-program-launched-transform-rural-communities>. The Town would not have a match required for this grant. The Rural Transformation Grant was initially announced with some specific parameters around addressing COVID-19 impacts, but those parameters were relaxed after the state received additional guidance from the US Treasury. Joe Morris has been in touch with staff at the State agency administering this grant, and we are analyzing whether it makes sense to apply in the initial round (due in early May) or wait until the fall. If we were successful in obtaining that grant, it could go a long way in helping us cover the items beyond the Phase 1 base bid estimate. Staff requests the Board's authorization to apply for this grant opportunity, whether it is in May or in the fall.

Initial Drafts received from Kimley-Horn on Salisbury Avenue

In late March, staff received initial drafts from Kimley-Horn related to their assistance with scoping the EB 5861 project, known as the "Third Street Greenway." To summarize, several years ago, NCDOT agreed to provide the Town \$3.5 million towards constructing a proposed greenway along Third Street and then along Salisbury Avenue North to the Wil-Cox Bridge. The original project estimate was about \$4.4 million, requiring a match from the Town of approximately \$900,000. In order to proceed with this project, the Town must

enter into a municipal agreement with NCDOT, and we need to confirm the scope and cost of the project. Kimley-Horn also provided design alternatives for pavement markings on Salisbury Avenue, which dovetail into the concept for the greenway alignment along Salisbury Avenue. Staff is reviewing the initial drafts and working on providing comments back. We should have drafts ready to present to the Board in May.

Conservation Corps NC returning to Stanback Educational Forest

We recently heard that Conservation Corps NC plans to return to Spencer to do more Stanback Educational Forest work between April 9-12. Their program manager had an initial on-site meeting with Joe and look at potential maintenance/new trail ideas to work out a scope and supply list. Initial ideas include rebuilding a bridge over a creek, general trail maintenance, and assisting with overall signage and mapping for the entire forest.

Work continues at Eighth Street Ballpark

On April 1, a group of Sunbelt Rentals managers from across the state came to Spencer to contribute labor and equipment to the ballpark improvements. The group spent the day grading the infields and spreading infield dirt, gravel, and mulch. This group noticed the Salisbury Post article in February, and reached out to Rusty offering their services at no charge. There have also been improvements to the dugout and concourse areas, with Chandler Concrete donating material and local contractors providing labor. Spencer is truly blessed by so many stepping up to help and make a difference! As a reminder, for anyone who would like to help or donate to the cause, email Rusty Miller at friendsof8thstballpark@gmail.com or call 704-313-1500.

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