



Board of Aldermen Regular Meeting
Agenda Packet
September 13, 2022



"Let's strive to be better."



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

DATE:
September 13, 2022

- 1. CALL TO ORDER – MAYOR JONATHAN WILLIAMS**
- 2. INVOCATION - MAYOR PROTEM PATTI SECREAST**
- 3. PLEDGE OF ALLEGIANCE- MAYOR JONATHAN WILLIAMS**
- 4. ADJUSTMENTS TO AND ADOPTION OF AGENDA**
- 5. RECOGNITIONS**
 - a. SPENCER COMMUNITY GARDEN**
- 6. 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.)
- 7. *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:**
 - a. August 4, 2022, Pre-Agenda Meeting Minutes*
 - b. August 9, 2022, Regular Meeting Minutes***(Attachment 4)**
 - B. CONSIDER ADOPTING 2021 GENERAL RECORDS AND PROGRAM RECORDS RETENTION SCHEDULES FOR LOCAL GOVERNMENT AGENCIES. – (Attachment 6)**
 - C. CONSIDER ADOPTING RESOLUTION 22-013 FOR STORMWATER CAPITAL IMPROVEMENT PLAN FOR FISCAL YEARS 2023-2027. – (Attachment 7)**
 - D. CONSIDER ADOPTING RESOLUTION 22-014 FOR IDENTIFYING NEED FOR STORMWATER ASSESSMENTS AND PLANNING STUDY WITH INTENT TO REQUEST STATE GRANT. – (Attachment 7)**
 - E. CONSIDER ADOPTING RESOLUTION 22-015 FOR IDENTIFYING THE NEED FOR 17TH STREET STORMWATER IMPROVEMENTS WITH INTENT TO REQUEST STATE GRANT. – (Attachment 7)**

F. CONSIDER ADOPTING BUDGET AMENDMENT ORDINANCE 22-020 FOR THE YADKIN RIVER TRAILHEAD PROJECT. – (Attachment 8)

G. CONSIDER PROPERTY LIEN. – (Attachment 9)

- 8. CONSIDER RECEIVING A PRESENTATION ON FY 2021- 2022 AUDIT. - (Attachment 5)**
- 9. CONSIDER ADOPTING REVISED CONDITIONAL ZONING ON AUTO RESTORATION BUSINESS AT 200 S SALISBURY AVE . – (Attachment 1)**
- 10. CONSIDER ADOPTING ORDINANCE 22-023 TO AMEND SECTION 2.13-1 OF TOWN'S DEVELOPMENT ORDINANCE TO CLARIFY STORAGE BUILDINGS IN ALL ZONING CLASSIFICATIONS. – (Attachment 2)**
- 11. CONSIDER ADOPTING ORDINANCE 22-024 TO APPROVE SHORT TERM RENTALS. – (Attachment 3)**
- 12. CONSIDER ADOPTING RESOLUTION 22-016 SUPPORTING BIKE/PED IMPROVEMENTS AND REQUESTING NCGA DISCRETIONARY FUNDS. – (Attachment 10)**
- 13. CONSIDER RECEIVING AN UPDATE FROM THE WINTERFEST COMMITTEE.**
- 14. DEPARTMENTAL REPORTS – (Attachment 11)**
 - A. Planning
 - B. Code Enforcement
 - C. Police
 - D. Fire
 - E. Public Works
 - F. Finance
 - G. Library
- 15. TOWN MANAGER REPORT – (Attachment 12)**
- 16. REQUESTS & COMMENTS BY THE MAYOR AND BOARD MEMBERS**
- 17. EXECUTIVE SESSION PER NC GENERAL STATUTE 143-318.11 (IF NEEDED)**
- 18. ADJOURNMENT**



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

DATE:
September 8, 2022

- 1. CALL TO ORDER – MAYOR JONATHAN WILLIAMS**
- 2. INVOCATION & PLEDGE OF ALLEGIANCE**
- 3. PUBLIC HEARING ON RESTORATION BUSINESS AT 200 S. SALISBURY AVE- (Attachment 1)**
- 4. PUBLIC HEARING ON STORAGE BUILDINGS IN ALL ZONING CLASSIFICATION- (Attachment 2)**
- 5. PUBLIC HEARING ON SHORT-TERM RENTALS- (Attachment 3)**
- 6. FOLLOW UP DISCUSSION ON AUGUST PRESENTATION RECEIVED FROM US MOTTO ACTION COMMITTEE.**
- 7. REVIEW OF SEPTEMBER 13, 2022, AGENDA**
 - 1. CALL TO ORDER – MAYOR JONATHAN WILLIAMS**
 - 2. INVOCATION & PLEDGE OF ALLEGIANCE**
 - 3. APPROVAL OF MINUTES:**

*August 4, 2022, Pre-Agenda Meeting Minutes
August 9, 2022, Regular Meeting Minutes
(Attachment 4)*
 - 4. ADDITIONS/ DELETIONS AND ADOPTION OF AGENDA**
 - 5. RECOGNITIONS**
 - 6. 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.*
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8. **CONSIDER RECEIVING AN UPDATE FROM THE WINTERFEST COMMITTEE**
 9. **CONSIDER RECEIVING A PRESENTATION ON FY 2021 AUDIT. – (Attachment 5)**
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 17. **CONSIDER PROPERTY LIENS. – (Attachment 9)**
 18. **DEPARTMENTAL REPORTS – (Attachment 10)**
 - a. *Planning*
 - b. *Code Enforcement*
 - c. *Police*
 - d. *Fire*
 - e. *Public Works*
 - f. *Finance*
 - g. *Library*
 19. **TOWN MANAGER REPORT – (Attachment 11)**
 20. **REQUESTS & COMMENTS BY THE MAYOR AND BOARD MEMBERS**
 21. **EXECUTIVE SESSION PER NC GENERAL STATUTE 143-318.11 (IF NEEDED)**
 22. **ADJOURNMENT**
-
8. **EXECUTIVE SESSION PER NC GENERAL STATUTE 143-318.11 (IF NEEDED)**
 9. **ADJOURNMENT**

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Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date:
9.8.22 Preagenda Meeting

Issue under Consideration:	Conditional Zoning Code Enforcement 200 S Salisbury Ave Public Hearing
Current Status:	Presentation at August board meeting resulted in request from Board to have public hearing
Points to Consider:	-see previous memo 7.22.22-
Financial Impact:	none
Options:	Hold required public hearing to receive comment
Recommendations:	Hold hearing
Department:	Planning



Notice of Public Hearing

Date: 8.10.22

RE: 200 S Salisbury Ave.
Automobile Restoration Business

Notification:

At or about **5:30 PM on September 8, 2022**, the Board of Aldermen for the Town of Spencer will hold a public hearing at Town Hall, located at 450 S Salisbury Ave., concerning possible revisions to the Conditional Zoning restrictions applied to this business. You are being notified of this public hearing due to your property's proximity to this business. You are invited to attend and offer any comments you may have on this issue at that time. You may also submit written comments via mail to the address below or by email to scraven@spencernc.gov.

Proposed revisions:

A copy of the current restrictions and proposed revisions is available on the Town's website at www.spencernc.gov or at Town Hall. Current restrictions apply to the following general areas:

- Limitation on Vehicle Service Area
- Limitation on Vehicle Storage Area(s)
- Hours of Operation
- Site & Landscape Improvements
- Public Alley Closure

Limitation on Vehicle Service Area

No changes proposed

Limitations on Vehicle Storage Area

Vehicle storage is currently not allowed on the 2nd St. side of the building.

It is proposed that the property owner be allowed to install a fence at least six feet in height (higher if required to block view of cars from 2nd St and adjacent property) that would start just northwest of the building's side entrance and run approximately 25' toward 2nd street and then run parallel to 2nd St approximately 45' to the entrance driveway. He would be allowed to store vehicles behind this fence.

Hours of Operation

Current hours of operation are restricted to 10 AM to 5 PM, M-F, and 10 AM to 3 PM Saturday. The shop will be closed on Sundays.

It is proposed the hours of operation condition either be removed or extended to perhaps 8:00 AM – 7:00 PM Monday - Saturday.

Site & Landscape Improvements

There are various landscaping and site improvement requirements that have not yet been met. The business operator was required to close the corner entrance to the front parking lot and improve the surface of the lot. He has added gravel to the lots but has not been able to close the corner driveway for various reasons including that the curb at the corner has been damaged through years of use. The sidewalks at the corner have been replaced by NCDOT.

It has been proposed that the Town repair the curbing and planting strip within the road right of way and that in conjunction with this work, the property owner regrade the corner of the front parking lot and provide landscaping, etc. to visually and practically close this driveway.

It is also proposed that the property owner be allowed to delay landscaping work required by the original conditions until the fall of this year but complete all required work prior to winter.

Public Alley Closure

The original conditions required the alleyway behind the business be closed so that privacy fencing could be run behind the business. During efforts to comply with this condition, it was found that the alleyway closure would deny the adjacent property owner access to the garage at the rear of his property. Staff worked out a compromise onsite with the applicant and the neighbor and thus the alleyway closure is no longer needed or desired.

It is proposed that this condition be eliminated.

Your opinion on these revisions is valued by the Board and we hope you will take time to attend or submit comments by email or in writing.

Please contact me if you need additional information

Steve Blount
Planning and Zoning Administrator
704-633-2231 ext 28
sblount@spencernc.gov

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704-633-2231 Office
704-202-4113 Cell
Sblount@spencernc.gov



MEMO

Date: 7.22.22

BY: Steve Blount

TO: Board of Aldermen

RE: Conditional Rezoning Enforcement
Automobile Restoration Business
200 S Salisbury Ave., Parcel 032 164

Narrative:

History

In May of 2021, Kyle Harris was asked via Jay Dees' correspondence from Mr. Tyler Weant, owner of the subject property, if this property was properly zoned for a "classic vehicle restoration" business. Kyle's answer was "no", that a rezoning would have to be approved before this type of business could operate in this location. Kyle began working with Mr. Mike King, the business operator and assigned agent of the property owner to work through the Conditional Rezoning process. In a September 21, 2021 email, Kyle explained to Mr. King that the conditions attached to this rezoning would constitute the rules he would be required to work under. Kyle stated,

"I've attached a list of the conditions we discussed. Please review the list and edit the list as needed. Feel free to add, remove, or change any conditions. Ultimately, you should only propose conditions that you can commit to. You should only propose conditions that you can reasonably carry out if your rezoning is approved. If you fail to carry through on these conditions, you (or the owner) risk fines and penalties from the Town."

After much effort by Kyle, the conditional rezoning was approved in December of 2021. Mr. King immediately ran into problems meeting some of the technical details of the approved conditions (closing alleyway, location of fencing, etc.) and Kyle worked with him to find acceptable solutions.

I took over resolution of any outstanding compliance issues when I came to work for Spencer in January of 2022. In April, I had a discussion with Mr. King and in an April 21, 2022 email I outlined our discussion. One of the issues discussed in our conversation was the parking of cars in the front lot. One of the agreed upon conditions was that he could use the front lot for customer and staff parking but not for storage of cars being serviced. Mr. King agreed to move the vehicles that were in violation and in my email, I acknowledged, *"I noticed that you have moved most of the vehicles from the front parking lot area and I thank you for that effort."*

Mr. King and I also discussed the possibility of creating some additional screened parking on the 2nd Street side of his building. After reviewing this possibility, I advised him in my email response that due to the wide right-of-way (ROW) for 2nd Street, it didn't look like he would get much additional parking as the fencing could not be built in the ROW. Based on this information I asked in my email that he, *"Let me know if you want me to continue efforts to approve parking on 2nd St side of building."* I never heard back from Mr. King on this issue.

Current Enforcement Efforts

During your July 2022 board meeting, in answer to your questions about this property, I explained that I was trying to work with Mr. King to possibly make some minor modifications to the approved conditions to help him with his operation. Consensus of the board was that Mr. King should honor his agreement to the conditions but that I should report back to you on my efforts to work with Mr. King at your August meeting.

Leaving your meeting that night, I drove by this property and noted nine cars parked in the front lot. Since the business was long closed for business that day, these cars were obviously in violation of the conditions. On July 13, I wrote, and hand delivered a letter to Mr. King's office explaining that:

"Per Section 3(B) of the Conditional Zoning Ordinance, all cars except for those driven to work by your employees and or visitors must be relocated or removed immediately. The front parking lot must not be used for the storage of vehicles awaiting service. This means that the parking lot should be empty outside of allowed business hours."

I also explained in my letter that there could be penalties for failure to follow the agreed upon conditions, saying,

"Per the Conditional Zoning Ordinance and the Town's Development Ordinance, violations of the conditions can result in fines, mitigations, and/or liens (Sec 5.4-3(G)) or revocation of your rezoning (5.4-3(H)) which would require you to cease operation at this location. Please have the cars stored in the front lot removed by Monday July 18, 2022, and keep them removed from this location moving forward."

It appeared that by Monday, Mr. King had moved most if not all of the cars parked in his front parking lot. He is allowed to have one "show car" parked in the front lot and as stated above, to use the lot for staff and customer parking so it is difficult to determine violations of this condition except after normal work hours.

Enforcement Moving Forward

The Conditional Rezoning process serves a purpose as stated in the approved rezoning ordinance as follows:

"Conditional Zoning is established in accordance with N.C.G.S .160D-703(B) to provide for flexibility in the development of property while ensuring that the development is compatible with neighboring uses." and "...in order to ensure that the land use is compatible with neighboring uses, which are predominantly historic residential in nature".

Conditions are not meant to be punitive or unreasonably restrictive and the very definition of legally enforceable conditions are those that are acceptable to both parties.

The agreed upon conditions for the rezoning are included at the end of this memo but basically cover five areas as follows:

- Limitation on Vehicle Service Area
- Limitation on Vehicle Storage Area(s)
- Hours of Operation
- Site & Landscape Improvements
- Public Alley Closure

While each condition has some additional details (see actual conditions at end of memo), addressing the intent and spirit of the ordinance instead of the details of the conditions allows us some leeway in our enforcement efforts. The following will address each condition explaining current compliance efforts and suggested modifications:

Limitation on Vehicle Service Area

Details of this condition basically attempt to keep the physical act of repairing the cars out of sight of the public. Mr. King has installed fencing along the 2nd Street side at the rear of his building. This fencing blocks from view the majority of his work except when the rear gate is open. Mr. King sometimes examines a customer's car in the front parking lot, but this is incidental to the actual work being done. Mr. King appears to be in basic compliance with this condition.

Limitation on Vehicle Storage Area(s)

Details of this condition basically attempt to keep vehicles stored on the site out of public view. As pointed out above, Mr. King has installed fencing at the rear of his property to screen public view of cars stored behind his building. He also installed fencing on the left side of the Salisbury Ave. side of his building to screen car storage. Mr. King's violation of the prohibition on parking cars after hours in the front parking lot is detailed above. He has currently moved most, if not all of the cars stored in this area so is currently in compliance with this condition.

Mr. King asked about adding fencing toward the rear of his building on the 2nd Street side and if he pursues this idea we would likely grant him a permit for this fence. Although the condition specifically says, "*No vehicles will be parked on the 2nd Street side yard of the building in any circumstance.*", I would interpret this to mean that no parked cars shall be **visible** on this side and as they would be behind a fence, they would not be in violation.

Hours of Operation

This condition simply states:

"The shop's hours will be limited from 10 AM to 5 PM, M-F, and 10 AM to 3 PM Saturday. The shop will be closed on Sundays. No vehicle services will be performed outside of these established hours."

Mr. King has complained that these hours of operation are unduly restrictive. Recognizing that no other business in the C-29 or VSR zoning classifications are limited by hours of operation, I would suggest the hours of operation condition either be removed or extended to perhaps 8:00 AM – 7:00 PM six days a week.

Site & Landscape Improvements

This condition suggests several components that we will address separately:

- Front parking lot improvements (gravel has been added, no landscaping done yet)
- Closure of corner driveway and landscaping improvements (King advises he does not use this entrance. NCDOT has replaced sidewalks and handicapped ramp, essentially closing this driveway. Repair of curbing and planting strip should be done by Town when revenue is available.)
- Landscaping on 2nd St side and along fencing (awaiting decision on fencing extension on 2nd St side and for better planting weather)

Public Alley Closure

It was thought that closing the alleyway and extending the fence across was the only way to meet the requirements listed above for hiding stored cars and those being worked on from view. Early during efforts to comply with this condition, it was discovered that the neighboring property owner used this alleyway as a driveway to his garage at the side and rear of his property, so he opposed the closing. Kyle worked with Mr. King and the neighboring property owner to arrive at a mutually acceptable solution as to access versus location of the screening fence. While not in technical compliance with this condition, we feel it meets the spirit of the ordinance.

Conclusions

While difficult to work with and technically not in compliance with some of the details of the conditional rezoning, Mr. King has and is making efforts to come into compliance with at least the spirit of the ordinance. If he will continue to abide by the limitations on cars being parked in the front lot, I would suggest that the board agree to the proposed modifications of the conditions: 1) addition of fencing on the 2nd St side of his business to allow for additional parking, 2) revision of hours of operation to 8:00 AM- 8:00 PM, six days a week, 3) delay of required landscaping improvements along 2nd St and fencing until this autumn.

I would further suggest that the Town repair the curbing at the corner of Salisbury Ave. and 2nd St. and replant the planting strip between sidewalk and street during that process.

Conditions Mutually Agreed Upon by Spencer Board of Aldermen & Property Owner:

(A.) Limitation on Vehicle Service Area:

- 1.All vehicle services will be performed only inside the service bays located at the rear of the building inside the interior of the building. The service bays will be screened from view behind a 6' privacy fence or screening that meets the Town's standards. The service area will be totally screened from street view with fencing or a combination of fencing and screening vegetation, as permitted.
- 2.No vehicle services will be carried out in the front or side yards of the building.
- 3.No vehicle services will be performed in any location visible from the street or in any location that is not screened from view by an opaque privacy fence.
- 4.“Vehicle Service” means service, repair, or maintenance of any type of motor vehicle, subject to a written service agreement, and includes but is not limited to specialized work to restore antique vehicles, replacement of new or reconditioned parts, and any other work customarily carried out at automobile repair and/or vehicle service shops.

(B.) Limitation on Vehicle Storage Area(s):

- 1.Applicant will remove all vehicles from the site that are not currently being serviced or awaiting service. Vehicles will not be parked or stored on the lot purely for display, except as provided below.
- 2.There shall be a maximum of one (1) display vehicle located on the property. The display vehicle will be located in front of the building and will be parked on gravel or pavement (not on grass).
- 3.The shop will implement a policy for vehicle storage. Specifically, the shop will have an internal written policy to store vehicles only in designated storage areas that are completely screened from view from the street. No vehicles will be parked on the 2nd Street side yard of the building in any circumstance.
- 4.Vehicles awaiting service will be located only in designated, properly screened vehicle storage areas on the west side of the building (screened with fencing) and in the rear of the building (screened with fencing, pending approval of a fence permit and alley closure request). “Awaiting service” means any vehicle being stored on the business premises which is subject to a written agreement for repair services to be performed and completed in a timely manner.
- 5.The shop's front parking lot will be for employees or visitors only. The front parking lot will not be used for the storage of vehicles awaiting service.
- 6.No vehicle shall be stored on the business premises awaiting service for longer than a maximum total of thirty (30) days.

7. There shall be a maximum of ten (10) vehicles awaiting service on the business premises at any time.

(C.) Hours:

1. The shop's hours will be limited from 10 AM to 5 PM, M-F, and 10 AM to 3 PM Saturday. The shop will be closed on Sundays. No vehicle services will be performed outside of these established hours.

(D.) Site & Landscape Improvements:

1. Front parking area will be improved with paved concrete or crushed stone (gravel) meeting the Town's standards.

2. Applicant will seek to close the existing front driveway (at corner of 2nd Street and Salisbury Avenue) and landscape the front side yard (corner) in a way that improves the overall appearance of the corner.

3. Applicant will improve the 2nd Street side yard with additional landscaping, such as trees, bushes, flowers, etc.

4. Applicant will plant bushes and other vegetation along any new portion of fencing to improve the appearance of and "soften" the fencing.

(E.) Public Alley Closure:

1. Applicant will submit to the Town an alley closure petition and, if approved, will, with the consent of the adjacent property owner, install a fence to completely obstruct the rear storage/service area from view.

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Post Office Box 45
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AGENDA ITEM

Board Meeting Date:
9.8.22 Preagenda Meeting

Issue under Consideration:	Storage and Accessory Building Text Amendment
Current Status:	Current Development Ordinance text is limited and unclear as to regulation
Points to Consider:	Current ordinance text does not specify what materials should be used in construction of these buildings and does not specify structures that cannot be used (i.e., trailers, containers)
Financial Impact:	none
Options:	Hold required public hearing to receive comment
Recommendations:	Hold hearing
Department:	Planning



MEMO

Date: 8.16.22

By: Steve Blount

RE: Accessory Structures

Narrative:

Language regulating accessory structures such as storage buildings, garages, etc. is found in various places in our current development ordinance but staff has found the level of regulation somewhat confusing and lacking in various ways. The following text amendment is meant to remedy that problem.

1. Add the following to Section 2.13-1

(A.) General

- a. Accessory structures, detached garages, and storage buildings may not be built in designated easements.*
- b. They shall not be located in natural or manmade stormwater drainages.*
- c. Trailers, containers, RVs, campers, railcars, etc. shall not be used as storage buildings or accessory structures. Storage trailers may be used for storage in industrial zoning classifications (IND) if parked in a designated area approved during part of a required site plan review.*
- d. If more restrictive regulations are included in other sections of this ordinance, they shall apply.*

(B.) Residential

- a. Accessory structures, detached garages, and storage buildings used in residential zoning classifications (SFR-1,2&3, RMST) shall be constructed of materials similar to or complimentary in nature to the primary structure.*
- b. They shall be located on the site in the side or rear yard within the setback limitations of the primary structure.*
- c. The building footprint of the accessory structure shall not exceed 50% of the primary structure's footprint.*
- d. Small, prefabricated storage buildings designed specifically for residential storage purposes are allowed.*

(C.) Commercial

- a. Accessory structures, detached garages, and storage buildings used in commercial zoning classifications (MS, MU, C-85, C-29, CIV) shall be constructed of building materials normally associated with that type of use as approved by the Zoning & Subdivision Administrator.*

- b. Accessory structures, detached garages, and storage buildings shall be screened from view of adjacent roads or property per the requirements of Chapter 11 of this Development Ordinance.*
- c. Maximum density for all primary, secondary, and accessory buildings shall be limited as noted in other sections of this ordinance.*

(D.) Industrial

- a. Accessory structures, detached garages, and storage buildings used in industrial zoning classifications (IND) shall be shown on a site plan submitted for approval during the review process. Buildings added after initial site plan approval will require review and approval of a revised site plan by the Zoning & Subdivision Administrator. Location of new structures shall be regulated by the current ordinance's setback limitations.*
- b. Accessory structures, detached garages, and storage buildings shall be screened from view of adjacent roads or adjacent residential property per the requirements of Chapter 11 of this Development Ordinance.*

TOWN OF SPENCER, NORTH CAROLINA

AN ORDINANCE TO AMEND Section 2.13-1 of the Town's Development Ordinance to clarify regulation of storage buildings in all zoning classification; ORDINANCE 22-023

WHEREAS, storage and accessory buildings of various types are often needed in various residential, commercial, and industrial property uses; and

WHEREAS, in many cases these storage and accessory buildings are added after the review process for the primary structure has been completed; and,

WHEREAS, inappropriate construction materials or site location of these storage and accessory buildings may cause harm to surrounding properties and the visual appearance of the Town in general to the detriment of the wellbeing of its citizens; and

WHEREAS, Article 2, Section 2.10 of the Town's Development Ordinance offers some guidance concerning storage and accessory buildings, the language is limited and incomplete; and

WHEREAS, to overcome these deficiencies, additional regulation and clarification is needed; and

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

Section 1.

Add the following to Section 2.13-1 of the Town's Development Ordinance;

(A.) General

- a. Accessory structures, detached garages, and storage buildings may not be built in designated easements.
- b. They shall not be located in natural or manmade stormwater drainages.
- c. Trailers, containers, RVs, campers, railcars, etc. shall not be used as storage buildings or accessory structures. Storage trailers may be used for storage in industrial zoning classifications (IND) if parked in a designated area approved during part of a required site plan review.
- d. If more restrictive regulations are included in other sections of this ordinance, they shall apply.

(B.) Residential

- a. Accessory structures, detached garages, and storage buildings used in residential zoning classifications (SFR-1,2&3, RMST) shall be constructed of materials similar to or complimentary in nature to the primary structure.
- b. They shall be located on the site in the side or rear yard within the setback limitations of the primary structure.
- c. The building footprint of the accessory structure shall not exceed 50% of the primary structure's footprint.
- d. Small, prefabricated storage buildings designed specifically for residential storage purposes are allowed.

(C.) Commercial

- a. Accessory structures, detached garages, and storage buildings used in commercial zoning classifications (MS, MU, C-85, C-29, CIV) shall be constructed of building materials normally associated with that type of use as approved by the Zoning & Subdivision Administrator.
- b. Accessory structures, detached garages, and storage buildings shall be screened from view of adjacent roads or property per the requirements of Chapter 11 of this Development Ordinance.
- c. Maximum density for all primary, secondary, and accessory buildings shall be limited as noted in other sections of this ordinance.

(D.) Industrial

- a. Accessory structures, detached garages, and storage buildings used in industrial zoning classifications (IND) shall be shown on a site plan submitted for approval during the review process. Buildings added after initial site plan approval will require review and approval of a revised site plan by the Zoning & Subdivision Administrator. Location of new structures shall be regulated by the current ordinance's setback limitations.
- b. Accessory structures, detached garages, and storage buildings shall be screened from view of adjacent roads or adjacent residential property per the requirements of Chapter 11 of this Development Ordinance.

Section 2.

This ordinance shall become effective immediately upon adoption.

Adopted this 13th day of September, 2022.

Jonathan Williams, Mayor

Stacy Craven, Town Clerk

Storage and Accessory Building Text Amendment Ordinance

Suggested motion language:

“I move to adopt Ordinance 22-023, adding Section 2.13-1 to the Town of Spencer Development Ordinance to clarify regulation of storage and accessory buildings per the language in that ordinance.”

Statement of Consistency

Suggested motion language:

“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. This decision further meets the specific Development Policies #5 (Protection and rehabilitation of viable neighborhoods...) and #12 (...buffered from...nearby residential areas...).”

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Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date:
9.8.22 Preagenda Meeting

Issue under Consideration:	Short-Term Rental Text Amendment
Current Status:	Short-term rentals not allowed in anything but residential zoning classifications. Should be allowed on upper floors of multistory building in MS zoning classification
Points to Consider:	Current ordinance text allows these in residential classifications but not in downtown retail buildings. We have had two requests to allow these in downtown area.
Financial Impact:	none
Options:	Hold required public hearing to receive comment
Recommendations:	Hold hearing
Department:	Planning



MEMO

Date: 8.16.22

By: Steve Blount

RE: Short Term Rentals

Narrative:

The use of short-term rental occupancy of spaces in residential and commercial structures (i.e., Airbnb) instead of using traditional hotel and motel rooms is a growing trend. While our current development ordinance addresses these and other types of short-term residential rentals it, 1) does not allow these in commercial buildings and 2) does not clearly state in the table of uses where these are allowed. The following amendment is meant to remedy these two shortcomings.

Short Term Rentals Limited (add language shown in yellow)

1. Amend Table 8.1, Table of Uses, under row labeled *Residential Use; Tourist/temporary Residences* (see Section 2.23), insert **A (10.1-39)** in SFR, RMST, & MS columns
2. In Article 10, Section 10.1, Add Section 10.1-39 to say the following:

10.1-39 Short Term Rentals

- A. Short term rentals are allowed in residential zoning classifications SFR-1,2, & 3 and RMST with regulations as indicated in Section 2.23.**
- B. Short term rentals are allowed on the upper floors of multi-story buildings in zoning classification MS with regulations as indicated in Section 2.23. Such areas so used for residential occupancy shall meet all NC Building Code requirements, having passed an inspection by the Rowan County Building Inspection Department or the Town of Spencer Code Enforcement Office prior to use.**

TOWN OF SPENCER, NORTH CAROLINA

AN ORDINANCE TO AMEND Section 10.1 and Table 8.1, Table of Uses of the Town's Development Ordinance to clarify regulation of short-term rentals and allow short-term rentals in the MS zoning classification; ORDINANCE 22-024

WHEREAS, Table 8.1, Table of Uses of the Town's Development Ordinance references short-term residential rentals of various types; and

WHEREAS, said Table of Uses does not identify in which zoning classifications these short-term rentals are allowed, instead referencing Section 2.23 for clarification; and

WHEREAS, Section 2.23 allows short-term rentals only in residentially zoned areas; and

WHEREAS, the Town finds that allowing these short-term rentals on the upper floors of commercial properties located in the MS zoning classification to be appropriate and beneficial to the Town;

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

Section 1.

Amend Table 8.1, Table of Uses, under row labeled *Residential Use; Tourist/temporary Residences* (see Section 2.23), insert **A (10.1-39)** in SFR, RMST, & MS columns.

Section 2.

1. In Article 10, Section 10.1, Add Section 10.1-39 to say the following:

10.1-39 Short Term Rentals

- A. Short term rentals are allowed in residential zoning classifications SFR-1,2, & 3 and RMST with regulations as indicated in Section 2.23.
- B. Short term rentals are allowed on the upper floors of multi-story buildings in zoning classification MS with regulations as indicated in Section 2.23. Such areas so used for residential occupancy shall meet all NC Building Code requirements, having passed an inspection by the Rowan County Building Inspection Department or the Town of Spencer Code Enforcement Office prior to use.

Section 3.

This ordinance shall become effective immediately upon adoption.

Adopted this 13th day of September, 2022.

Jonathan Williams, Mayor

Stacy Craven, Town Clerk

Short Term Rental Text Amendment Ordinance

Suggested motion language:

“I move to adopt Ordinance 22-024, modifying Section 10.1 and Table of Uses 8.1 in the Town of Spencer Development Ordinance to clarify regulation of short-term rentals per the language in that ordinance.”

Statement of Consistency

Suggested motion language:

“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. This decision further meets the specific Development Policies #4 (...encourage the revitalization and reuse of unused or underused structures...) and #1 (...encourage new and expanding industries and businesses...).”

MINUTES

**Town of Spencer
Board of Aldermen
Pre-Agenda Meeting
August 4, 2022**

The Town of Spencer Board of Aldermen met at Spencer Town Hall in regular session on August 4, 2022, at 5:34 p.m. to conduct a pre-agenda meeting.

Present were:

- Mayor Jonathan Williams
- Mayor ProTempore Patti Secreast
- Aldерwoman Patricia Sledge
- Alderman Rashid Muhammad
- Alderman Steve Miller
- Alderman Sam Morgan
- Alderman Andrew Howe

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, Planner Kyle Harris, & Special Projects Planner Joe Morris, Police Chief Mike File, and Fire Chief Michael Lanning. NC Lead Fellow Student Skye Allan attended via digital means.

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

PUBLIC HEARING FOR SATELLITE ANNEXATION OF PROPERTY LINE FOR YADKIN RIVER PARK TRAILHEAD

Planning & Zoning Administrator Steve Blount briefed the Board on the property right-of-way that was deeded by NCDOT to the Town of Spencer to access for the Yadkin River Trailhead Park near the old finishing plant. Annexation is necessary for obtaining the property and following state statutes.

Mayor Williams opened the floor to the public for any comments.

Action

No one being present to speak on this topic. Alderwoman Sledge moved to close public comment and the public hearing for satellite annexation of property line for Yadkin River Park Trailhead. Alderman Muhammad seconded the motion which carried by a vote of 6-0.

PUBLIC HEARING OF REZONING PROPERTY FOR YADKIN RIVER PARK TRAILHEAD

Planning & Zoning Administrator Steve Blount briefed the Board on the property use of the area causes rezoning to civic CIV for use of the trailhead.

Mayor Williams opened the floor to the public for any comments.

Action

No one being present to speak on this topic. Alderman Muhammad moved to close public comment and the public hearing for rezoning property for Yadkin River Park Trailhead. Alderwoman Sledge seconded the motion which carried by a vote of 6-0.

PUBLIC HEARING FOR 160-D TEXT AMENDMENTS TO SPENCER DEVELOPMENT ORDINANCE

Planning & Zoning Administrator Steve Blount briefed the Board of the findings from the 160-D and the need of periodic updates as things are discovered and to keep compliance it will occur. Requesting Board to approve proposed text amendments.

Mayor Williams opened the floor to the public for any comments.

Action

No one being present to speak on this topic. Mayor ProTem Seareast moved to close public comment and the public hearing for 160-D text amendments. Alderman Miller seconded the motion which carried by a vote of 6-0.

PUBLIC HEARING FOR SECTION 2.19 TEXT AMENDMENTS FOR PAYMENT-IN-LIEU OPTION ON REQUIRED SIDEWALKS

Planning & Zoning Administrator Steve Blount briefed the Board of this amendment that allows developers to pay the Town for the value of the sidewalk. Amendment gives the option to allow payment for sidewalks in places that could be fine without a sidewalk. The Town can use the funds elsewhere.

Mayor Williams opened the floor to the public for any comments.

Action

No one being present to speak on this topic. Alderwoman Sledge moved to close public comment and the public hearing for section 2.19 text amendments for payment-in-lieu options on sidewalks. Alderman Muhammad seconded the motion which carried by a vote of 6-0.

REVIEW OF AGENDA ITEMS

The board reviewed the August 9, 2022, draft agenda and took the following actions by consensus:

- Added approval of minutes to *Consent Agenda*.
- Added consider authorizing the Mayor to execute an agreement with the North Carolina Department of Commerce for a Rural Transformation Grant *Consent Agenda*.
- Added consider authorizing the Town Manager to execute an agreement with the North Carolina Department of Agriculture for a Streamflow Restoration Grant to *Consent Agenda*.
- Added consider approving ordinance 22-019 – US Hwy 29 Corridor single lane closure for 5K special event to *Consent Agenda*.
- Added consider adopting budget amendment ordinance 22-018 to amend the Downtown Park Project to *Consent Agenda*.
- Added consider adopting budget amendment ordinance 22-019 to amend annual budget ordinance for streamflow rehabilitation assistance program grant to *Consent Agenda*.
- Added consider property lien to *Consent Agenda*.

Actions

ADDITIONS/ DELETIONS AND ADOPTION OF AGENDA

Alderman Morgan spoke to the Board that Rick Lanier from Davidson County contacted him requesting to make a presentation and would like to add US Motto Action Committee to the agenda for a presentation.

Alderman Steve Miller spoke to the Board to have added consider directing Staff to begin the RFQ process for the Fire station expansion.

RECOGNITIONS

Mayor Williams will read aloud the Women's Equality Day Proclamation & National Night Out event.

Alderman Sledge would like to further highlight Women's Equality Day.

Mayor ProTempore Secrest would like to welcome students to the upcoming school year 22-23.

Alderman Steve Miller would like to highlight the Dragon Boat Festival participants.

ADJOURNMENT

Alderman Muhammad moved to adjourn the meeting. Alderman Morgan seconded the motion which carried by a vote of 6-0. The meeting was adjourned at 6:23 p.m.

Approved by:

Attest:

Jonathan D. Williams
Mayor

Stacy Craven
Town Clerk

MINUTES

Town of Spencer Board of Aldermen Regular Meeting August 9, 2022

The Town of Spencer Board of Aldermen met at Spencer Town Hall in regular session on August 9, 2022, at 6:00 p.m.

Present were:

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

Also, present were: Town Manager Peter Franzese, Town Clerk Stacy Craven, Town Atty Jay Dees, Fire Chief Michael Lanning, Public Works Director Joel Taylor, Code Enforcement Officer James Osborne, Planning & Zoning Administrator Steve Blount, Town Planner Kyle Harris, Police Chief Mike File, Special Projects Planner Joe Morris, Bookkeeper John Sofley, NC Lead Fellow Skye Allan, & Fire Deputy Chief Doug Lewis.

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

ADJUSTMENTS TO AND ADOPTION OF AGENDA

Alderman Sledge moved to approve the agenda. Alderman Muhammad seconded the motion which carried by a unanimous vote of 6-0.

RECOGNITIONS

Mayor Williams read aloud proclamation acknowledging Women's Equality Day.

Alderman Sledge expounded and acknowledged on Women's rights and in 1971 NC ratified women's right to vote that after 51 years. Also, would like to see Equal Rights Amendment as the 28th Amendment to the US Constitution.

Mayor ProTem Secreast acknowledged that school starts tomorrow for school year 2022-2023 and there's lots of excitement. 2 new principals in the North Rowan school district and would like to remind everyone to drive safe and remember you are sharing the road with our students.

Mayor Williams acknowledged and thanked all participants involved in the National Night Out Event and to all that came out and participated. It was an exciting opportunity for both public safety departments.

Alderman Miller acknowledged all participants in the Dragon Boat Festival, there was 26 boats, and we weren't 1st but we weren't last. This was a great experience and allowed for an opportunity to be friendly and learn of others in a personal capacity; I would recommend we continue to do the Dragon Boat Festival.

PUBLIC COMMENT

Mayor Williams opened the floor to receive public comment.

Jim Gobbel (609 8th St.) spoke to the Board and stated that he wants the Board to review the considerations of the auto restoration company on 200 S Salisbury Ave. July 17th issue of newspaper print and Alderman Morgan said the owner has not complied with the conditions. We want his business but if he fails to meet the conditions then he is in violation. What are we as a Board going to do with him? The business owner should have researched better before opening the business.

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

CONSIDER RECEIVING A PRESENTATION FROM RICK LANIER OF THE US MOTTO ACTION COMMITTEE

Rick Lanier presented to the Board of adding the words "In God we Trust" to the Town Hall building and all vehicles. This has been added to 49 Town Halls and 65 County buildings and he would like to have the Town of Spencer added to this list.

CONSENT AGENDA

Alderman Miller moved to approve the consent agenda as presented. Alderwoman Sledge seconded the motion which carried by a unanimous vote of 6-0. Items approved were: (1) July 7, 2022, Pre-Agenda Meeting Minutes; (2) July 12, 2022, Regular Meeting Minutes; (3) Mayor to execute an agreement with the North Carolina Dept of Commerce for Rural Transformation Grant; (4) Budget Amendment Ordinance 22-018; (5) Town Manager to execute an agreement with the North Carolina Dept of Agriculture for Streamflow Restoration Grant; (6) Budget Amendment Ordinance 22-019; (7) Ordinance 22-019- US Hwy 29 Corridor single lane closure for 5k event; (8) Consider Property Lien.

CONSIDER ADOPTING RESOLUTION 22-011 OF INTENT TO ANNEX PROPERTY

Planning & Zoning Administrator Steve Blout briefed the Board of the intent of a satellite annexation and outlined the process and land proposed for annexation at the Yadkin River Trailhead Park area.

Action

Alderman Morgan moved to approve resolution 22-011. Alderman Muhammad seconded the motion which carried by a vote of 6-0.

CONSIDER AWARDING A CONTRACT FOR CONSTRUCTION OF THE YADKIN RIVER TRAILHEAD AND AUTHORIZING THE TOWN MANAGER TO FINALIZE & EXECUTE THE CONSTRUCTION CONTRACT

Special Projects Planner Joe Morris briefed the Board that bid opening was conducted on last Thursday and resulted in a contractor that was over the budget, but Staff feels very confident that the overage can be made up in other ways and additional fundraising; this vendor was the lowest bidder. Staff are asking the Board to authorize the Manager to proceed we are comfortable we can get the funding. We have \$556,417 available.

Action

Alderman Howe moved to approve authorizing the Town Manager to finalize & execute the construction contract. Alderwoman Sledge seconded the motion which carried by a vote of 6-0.

CONSIDER RECEIVING A PRESENTATION AND APPROVING FY22 AUDIT CONTRACT WITH RH CPAs, PLLC

Nick Wicker (RH CPA representative) updated the Board that the audit for the prior year has been completed and submitted to the LGC. He believes that the firm is confident in the ability of providing

quicker results for the new FY. He doesn't see any issues that they would have considering the prior year. He believes the firm will provide financials timely and that there is a plan in place.

Action

Alderwoman Sledge moved to approve FY22 audit contract. Mayor ProTem Secreast seconded the motion which carried by a vote of 6-0.

CONSIDER ADOPTING ORDINANCE 22-015 TO ANNEX YADKIN RIVER PARK TRAILHEAD

Planning & Zoning Administrator Steve Blount reported that Staff are requesting the Board to adopt the ordinance for annexation.

Action

Alderman Morgan moved to adopt ordinance 22-015. Mayor ProTem Secreast seconded the motion, which carried by a vote of 6-0.

Alderman Morgan moved to adopt the statement of consistency. Alderman Howe seconded the motion, which carried by a vote of 6-0.

CONSIDER ADOPTING ORDINANCE 22-016 TO APPROVE REZONING TO CIVIC FOR YADKIN RIVER PARK TRAILHEAD

Planning & Zoning Administrator Steve Blount reported that Staff are requesting the Board to adopt the ordinance for rezoning the area to civic.

Action

Alderman Morgan moved to adopt ordinance 22-016. Alderman Miller seconded the motion, which carried by a vote of 6-0.

Alderman Morgan moved to adopt the statement of consistency. Alderman Miller seconded the motion, which carried by a vote of 6-0.

CONSIDER ADOPTING ORDINANCE 22-017 FOR TEXT AMENDMENTS TO SPENCER DEVELOPMENT ORDINANCE REVISIONS

Planning & Zoning Administrator Steve Blount reported that Staff are requesting the Board to adopt the ordinance for text amendments needing to be adopted.

Action

Mayor ProTem Secreast moved to adopt ordinance 22-017. Alderman Miller seconded the motion, which carried by a vote of 6-0.

Alderman Morgan moved to adopt the statement of consistency. Alderman Miller seconded the motion, which carried by a vote of 6-0.

CONSIDER ADOPTING ORDINANCE 22-018 AMENDING SECTION 2.19 OF THE TOWN'S DEVELOPMENT ORDINANCE TO ALLOW A PAYMENT-IN-LIEU OF PERFORMANCE OPTION FOR SIDEWALKS REQUIRED BY THAT SECTION

Planning & Zoning Administrator Steve Blount reported that Staff are requesting the Board to adopt the ordinance for payment-in-lieu of performance option.

Action

Alderman Morgan moved to adopt ordinance 22-018. Alderman Muhammad seconded the motion, which carried by a vote of 6-0.

Alderman Morgan moved to adopt the statement of consistency. Alderman Howe seconded the motion, which carried by a vote of 6-0.

CONSIDER RECEIVING AN UPDATE FOR AUTO RESTORATION BUSINESS ON 200 S. SALISBURY AVE

Planning & Zoning Administrator Steve Blount briefed the Board on report in agenda packet findings after being asked in July to bring an update to determine if the business is following conditions set and agreed upon between the Board and business owner. Blount informed the Board of sightings and that the Board should not be in the business of telling when a business should open and close. Town Atty Dees advised the Board that a public hearing should be set, Staff will set and post for a public hearing at next month's meeting.

Action

Alderman Howe moved to open conditional use permit back up for a public hearing and to allow for public comment. Alderman Muhammad seconded the motion, which carried by a vote of 6-0.

CONSIDER ADOPTING A REGULATORY COMPLIANCE PLAN CONFORMING WITH FEDERAL & STATE REGULATIONS GOVERNING THE CDBG PROGRAM

Town Planner Harris updated the Board of the CDBG program guidelines and Staff has been working on ensuring that the Town meets the guidelines set. The Town needs a procurement & civil rights policy which Staff has been working on will ensure in place for the use of the federal funds this is a requirement as well as internal employment: minority and women. Staff are requesting that the Board adopts the regulatory compliance plan.

Action

Mayor ProTem Secreast moved to adopt a regulatory compliance plan conforming with federal and state regulations governing the CDBG program. Alderwoman Sledge seconded the motion, which carried by a vote of 6-0.

CONSIDER AUTHORIZING TOWN STAFF TO APPLY FOR SEVERAL GRANTS TO FUND THE CREATION OF NEW MURALS

NC Lead Fellow Skye Allan presented to the Board that the vintage sign update will start on the Stanback Headache Powder mural and on August 17th. Staff are requesting permission to apply for multiple grants to ensure high quality murals. We would like to see 10 new murals in this portion of the project. This project is expected to come right under \$100,000 and the grants require a letter of intent for inquiring, and some may have a match. There will be a \$5,000 balance from the first project that Staff can use to apply for matching funds.

Action

Alderman Morgan moved to authorize Town Staff to apply for grants. Alderwoman Sledge seconded the motion, which carried by a vote of 6-0.

CONSIDER DIRECTING STAFF TO BEGIN THE RFQ PROCESS FOR THE FIRE STATION EXPANSION DESIGN PROJECT

Alderman Miller spoke to the Board that the expansion plan needs to be looked at on the forefront again as we have full time workers and people are living in the quarter 24hours. The Town Manager reminded the Board that the budget has funds allowed for this to occur. The Board is authorizing the Town Manager to start the RFQ process for the fire station expansion design.

Action

Alderman Miller moved to authorize Town Manager to begin fire station expansion design. Alderman Morgan seconded the motion, which carried by a vote of 6-0.

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.

Police Department

Chief Mike File gave the monthly Police Department report; thanked all that participate in the National Night Out event. Officer Ryoti will be done in field officer training by October. We are now down to 6 partial shifts per month with the Sheriff's office.

Fire Department

Fire Chief Michael Lanning gave the Fire Department report; Staff has conducted research and was informed that it is now taking 2 years for fire engine replacements. If a Truck is ordered in 2023 it will be at least 2025 before it is received. Introduced Deputy Fire Chief Lewis to the Board and he has been an employee of the Town since 2018 and will be at the next two meetings reporting in place of the Fire Chief as he will be away at trainings in Chapel Hill.

Public Works Department

Public Works Director Joel Taylor gave the monthly Public Works Department report; October 1st will be the Fall mulch give-away. CCAP update on July 27th a meeting in regard to buffering plants and the Town will have to pay for this and are awaiting a quote. Spoke with Salisbury for paving contractors and we can tack on to their process for our area.

Finance Department

Bookkeeper John Sofley gave the monthly Finance Department report.

Library Report

Town Clerk Stacy Craven gave the monthly Library report; updated there is a new software update at the Library that allows for patrons to see the circulation catalog online at www.librarycat.org/lib/bevmccraw this software allows Staff to run reports on categories, titles, and etc.

TOWN MANAGER REPORT

Manager Franzese gave his monthly report; He appreciates the Staff and highlighted the success of the National Night Out event. Updated Board that Staff are working on restoring some parking on 4th Street for parallel parking, to help patrons visiting the new Mexican restaurant which will be opening in the next few weeks. Highlights of the Creek Week with a race to the river ending the week in Spencer September 24th. Welcoming new Town Hall Staff member Candice Brown as the new front desk temp as Bernadette has moved to another assignment with Bonney Staffing. The Town has signed a contract with neogov for recruiting and human resources being led by Stacy Craven and we plan to launch this new process over the next 12 weeks.

REQUESTS & COMMENTS BY THE MAYOR AND BOARD MEMBERS

Mayor Williams:

- Thanked all and Staff as you make Spencer look good.

Alderwoman Sledge:

- Had been asked by an individual about earlier interest in Spencer Farmer's Market. Individual has been advised to contact staff for an event permit. No other comments currently.

Alderman Muhammad:

- No comments currently.

Mayor Pro Tempore Secreast:

- Ditto to comments from Mr. Howe.

Alderman Howe:

- Piggyback from Mayor Pro Tem as we start school back as a former educator, I support the school system and administrators. Let's support the entire school system.

Alderman Morgan:

- Reminding all of Spencer Movie Nights at the ballpark this weekend at sundown.

Alderman Miller:

- No comments currently.

ADJOURNMENT

Alderman Morgan moved to adjourn the regular meeting. Alderman Muhammad seconded the motion which carried by a unanimous vote of 6-0. The meeting stood adjourned at 8:37 p.m.

Approved by:

Attest:

Jonathan D. Williams
Mayor

Stacy Craven
Town Clerk

704-633-2231
townofspencer.com



Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date: 9/13/2022

Issue under Consideration:	RECEIVE PRESENTATION OF FISCAL YEAR 2021-22 ANNUAL AUDIT FROM RH CPAs
Current Status:	Audit Report for FY21 has been approved by the LGC.
Points to Consider:	Audit Manager Nick Wicker will make the presentation.
Financial Impact:	None.
Options:	Receive Report.
Recommendations:	No action required.
Department:	Administration

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AGENDA ITEM

Board Meeting Date: 9/13/2022

Issue under Consideration:	CONSIDER ADOPTING 2021 GENERAL RECORDS AND PROGRAM RECORDS RETENTION SCHEDULES FOR LOCAL GOVERNMENT AGENCIES
Current Status:	Revisions were made to the 2019 version.
Points to Consider:	N.C.G.S 121-5(c) & 132-8 direct local government to adopt and adhere to records retention and disposition schedules that are created and managed by the NC Dept of Cultural Resources.
Financial Impact:	No financial impact
Options:	Accept, decline, or table by vote of the Board of Aldermen
Recommendations:	Staff recommends that the Mayor and Board of Aldermen adopt the 2021 version of the records retention & disposition schedule.
Department:	Town Manager Report

ADOPT 2021 GENERAL RECORDS AND PROGRAM RECORDS RETENTION SCHEDULES FOR LOCAL GOVERNMENT AGENCIES

N.C.G.S 121-5 (c) AND 132-8 direct local government to adopt and adhere to records retention and disposition schedules that are created and managed by the NC Department of Cultural Resources. These schedules serve as an agreement between the local government office/ department and NC Dept. of Cultural Resources and provide guidance on the types of records to be maintained and for length of time.

The 2021 General Records Schedule for Local Government Agencies will supersede the 2019 version, upon adoption of and includes updated records/ standards for the following programs:

Administration & Management	Budget/Fiscal/ Payroll
GIS	Human Resources
Information Technology	Legal
Public Relations	Risk Management

The new schedule, along with a log outlining substantial changes between the 2021 and 2019 schedules, are attached for review.

The 2021 Program Records Schedule for Local Government Agencies is a new retention schedule created for the use of retention schedules and disposition of records standards for the following programs:

Airport Authority	Animal Services
Code Enforcement/ Inspections	EMS/ Fire Department
Parks & Recreation	Planning & Development
Law Enforcement	Tax

The 2021 Program Records schedule does contain standards and we will utilize the 2021 Program Records schedule to remain compliant with records standards. Staff request that the Board approve the 2021 General Records Schedule for Local Government Agencies and the 2021 Program Records Schedule for Local Government Agencies issued by the NC Department of Cultural Resources, as presented.

A link to access the full retention policy is available at the link:

<https://acrobat.adobe.com/link/review?uri=urn:aaid:scds:US:ee76ebb6-1e1a-33a0-858a-4121523226ee>

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Post Office Box 45
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AGENDA ITEM

Board Meeting Date: 9/13/2022

Issue under Consideration:	Resolutions To Create A Stormwater Capital Improvement Plan (the "Plan") and Apply For Funding For First Two Projects
Current Status:	Town has never created nor adopted a Plan. Most potential grant sources require a Plan that is approved and updated annually by the governing board. There are two projects currently that grant or loan funding is a possibility. This lack of a Plan either will eliminate or significantly reduce the possibility of receiving either for these two projects or any other stormwater projects.
Points to Consider:	If the Town wants to seek grants to assist in funding of stormwater projects, a Plan needs to be developed and adopted. Once the Town has adopted a Plan, it can take the first steps to secure potential funding for a project. Currently, there are two projects that potential grants exist for. A study for Stormwater Assessments and Planning is needed. Additionally funding is needed for the 17th Street Stormwater Improvements project. The potential funding source for both of these two projects requires a Plan to be adopted and updated annually. Additionally, the Town must adopt a Resolution for each project to seek grants.
Financial Impact:	If the Town grants the Town is applying for does not require a match. The Town would have the opportunity to accept or reject the grant if awarded.
Options:	Accept or decline by vote of the Board of Aldermen



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Rowan's Original Gateway.

Recommendations:	There are three motions to consider: 1. Motion to approve Resolution Adopting Town of Spencer Stormwater Capital Improvement Plan For Fiscal Years 2023-2027, Resolution 22-013. 2. Motion to approve Resolution Identifying Need For Stormwater Assessments and Planning Study With Intent To Request State Grant, Resolution 22-014 3. Motion to approve Resolution Identifying The Need for 17th Street Stormwater Improvements With Intent To Request State Grant, Resolution 22-015.
Department:	Town Hall

Resolution
Adopting Town of Spencer
Stormwater Capital Improvement Plan
For Fiscal Years 2023-2027
Resolution 22-013
September 13, 2022

WHEREAS, the Town of Spencer, North Carolina (the "Town") continues to adhere to a high standard of professional financial management to ensure adequate public infrastructure, economic development and services for its citizens; and

WHEREAS, the Town recognizes the Stormwater Capital Improvement Plan to be an important management tool that coordinates community stormwater infrastructure needs with the financial capacity of the Town; and

WHEREAS, the Town prepared a five-year Stormwater Capital Improvement Plan which balances projected revenues and expenditures based on financial forecast and assumptions with the Town's long-range financial capacity; and

WHEREAS, the Town will update the Stormwater Capital Improvement Plan annually as part of the Town's regular budget process; and

NOW, THEREFORE BE IT RESOLVED by the governing body of the Town of Spencer, North Carolina in its regular session duly assembled, that it does hereby adopt the Stormwater Capital Improvement Plan for Fiscal Years 2023-2027 as shown in Exhibit A as the long-range capital improvement plan for the Town.

Adopted this 13th day of September 2022.

Jonathan Williams, Mayor

Stacy Craven, Clerk

Resolution
Identifying Need For Stormwater Assessments and Planning Study
With Intent To Request State Grant
Resolution 22-014
September 13, 2022

WHEREAS, The Town of Spencer has need for and intends to conduct a study described as the Town of Spencer Stormwater Assessments and Planning, which will allow the town to assess drainage and flooding concerns throughout town and proactively develop solutions that provide improved stormwater conveyance and management, and

WHEREAS, The Town of Spencer intends to request State grant assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE BOARD OF ALDERMEN OF THE TOWN OF SPENCER:

That the Town of Spencer, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State grant award.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the Town Manager, Peter L Franzese, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a or grant to aid in the study of or construction of the project described above.

That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants pertaining thereto.

Adopted this the September 13, 2022, at Spencer, North Carolina.

Jonathan Williams, Mayor

Stacy Craven, Clerk

Resolution
Identifying The Need for 17th Street Stormwater Improvements
With Intent To Request State Grant
Resolution 22-015
September 13, 2022

WHEREAS, The Town of Spencer has need for and intends to construct a project described as the 17th Street Stormwater Improvements. This project is intended to mitigate the impacts of frequent flooding on 17th Street that prevents safe driving conditions for the public and access by emergency responders to residences, and

WHEREAS, The Town of Spencer intends to request State grant assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE BOARD OF ALDERMEN OF THE TOWN OF SPENCER:

That the Town of Spencer, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State grant award.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the Town Manager, Peter L. Franzese, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a grant to aid in the study of or construction of the project described above.

That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants pertaining thereto.

Adopted this the September 13, 2022, at Spencer, North Carolina.

Jonathan Williams, Mayor

Stacy Craven, Clerk

ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST

Project Name: **17th Avenue - Stormwater Improvements**
 Scenario: **Conceptual Construction Cost Estimate**
 Estimated by: **Hazen and Sawyer**
 Estimate Date: **Friday, September 9, 2022**

	SUBTOTAL	\$1,490,420.00
10%	Contingency	\$149,042.00
	TOTAL BASE BID	\$1,639,462.00

Item No.	Item Description	Quantity	Unit	Unit Cost	Total Cost
1	Mobilization	1	LS	\$ 60,000.00	\$ 60,000.00
2	Construction Staking	1	LS	\$ 20,000.00	\$ 20,000.00
3	Clear & Grub	1	LS	\$ 30,000.00	\$ 30,000.00
4	Removal of Structures and Obstructions	1	LS	\$ 30,000.00	\$ 30,000.00
5	Undercut Excavation	100	CY	\$ 45.00	\$ 4,500.00
6	Borrow/Channel Excavation	500	CY	\$ 40.00	\$ 20,000.00
7	Select Backfill	500	TN	\$ 75.00	\$ 37,500.00
8	Rock Excavation	200	CY	\$ 200.00	\$ 40,000.00
9	Foundation Conditions Material to replace Unsuitable Material	100	CY	\$ 42.00	\$ 4,200.00
9	Asphalt Base Course Type B (8" Uniform)	1000	TN	\$ 200.00	\$ 200,000.00
10	HMA Intermediate Course Type C (2" Uniform)	250	TN	\$ 200.00	\$ 50,000.00
11	HMA Surface Course Type C (1.5" Uniform)	200	TN	\$ 250.00	\$ 50,000.00
12	Detour	1	LS	\$ 25,000.00	\$ 25,000.00
13	Work Zone Signs	100	SF	\$ 12.00	\$ 1,200.00
14	Drums	40	EA	\$ 48.00	\$ 1,920.00
15	15" RCP	250	LF	\$ 80.00	\$ 20,000.00
16	18" RCP	250	LF	\$ 100.00	\$ 25,000.00
17	24" RCP	250	LF	\$ 125.00	\$ 31,250.00
18	36" RCP	500	LF	\$ 175.00	\$ 87,500.00
19	Dual 48" RCP Driveway Culvert	96	LF	\$ 350.00	\$ 33,600.00
20	Dual 60" RCP Driveway Culvert	96	LF	\$ 400.00	\$ 38,400.00
21	Single 6' by 4' Box - Driveway Culvert	24	LF	\$ 1,000.00	\$ 24,000.00
22	Driveway Culvert Headwalls	10	EA	\$ 12,500.00	\$ 125,000.00
23	Single Catch Basin Structure	10	EA	\$ 4,500.00	\$ 45,000.00
24	Catch Basin Frame and Grate	10	EA	\$ 2,500.00	\$ 25,000.00
25	Storm Drainage Manhole	6	EA	\$ 4,000.00	\$ 24,000.00
26	Storm Drainage Manhole Lid	6	EA	\$ 1,500.00	\$ 9,000.00
27	Concrete Curb and Gutter (rolled)	350	LF	\$ 45.00	\$ 15,750.00
28	Concrete Sidewalk (4" Uniform)	250	SY	\$ 60.00	\$ 15,000.00
29	Concrete Driveway (6" Uniform)	200	SY	\$ 125.00	\$ 25,000.00
30	Channel Grading	300	CY	\$ 45.00	\$ 13,500.00
31	Erosion and Sediment Control	1	LS	\$ 25,000.00	\$ 25,000.00
32	6" PC 350 Ductile Iron Watermain	200	LF	\$ 150.00	\$ 30,000.00
33	8" DI Sewer Pipe, PC 350	200	LF	\$ 250.00	\$ 50,000.00
34	Sanitary Sewer Manholes	6	EA	\$ 4,000.00	\$ 24,000.00
35	Sanitary Sewer Lateral Relocation	10	EA	\$ 1,000.00	\$ 10,000.00
36	Seeding	1500	SY	\$ 2.00	\$ 3,000.00
37	Trees	10	EA	\$ 250.00	\$ 2,500.00
38	Fence Replacement	200	LF	\$ 25.00	\$ 5,000.00
39	Pavement Removal	2000	SY	\$ 3.00	\$ 6,000.00
40	Guardrail	100	LF	\$ 150.00	\$ 15,000.00
41	Permanent Street Signs	4	EA	\$ 150.00	\$ 600.00
42	Headwater Bioretention	4	EA	\$ 45,000.00	\$ 180,000.00
43	Grade Control Structure - Outlet Protection	2	EA	\$ 4,000.00	\$ 8,000.00

44	Engineering Design and Construction Management	1	EA	\$320,000.00	\$ 320,000.00
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Total Project Cost: \$ 1,959,462.00

Town of Spencer

Stormwater Capital Improvement Plan

Project	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
CCAP funded portion of 17th Street	\$25,000				
17th Street Stormwater Improvements	\$80,000	\$1.9 million			
6th Street and Iredell Avenue			\$40,000		
Dam - Stanbeck educational forest				\$100,000	
1st Street at Rowan Park					\$40,000
4th Street at McCubbins					\$40,000

Town of Spencer
Stormwater Capital Improvement Plan- with cost escalation

Project	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
CCAP funded portion of 17th Street	\$25,000				
17th Street Stormwater Improvements	\$80,000	\$1.9 million			
6th Street and Iredell Avenue			\$40,000		
Dam - Stanbeck educational forest				\$220,000	
1st Street at Rowan Park					\$64,400
4th Street at McCubbins					\$64,400

704-633-2231
townofspencer.com



Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date: 9/13/2022

Issue under Consideration:	Yadkin River Trail Head Project Budget Ordinance Amendment
Current Status:	Town has bid the project. Currently the Town anticipates receiving the additional donations to fund the project without additional funds from the Town.
Points to Consider:	The Town budgeted an additional \$71,000 in the FY23 annual budget for the project. The Town has also received an additional \$11,315 for the project. The current project budget including these two revenue items still requires an additional \$200,000. Based on discussions that the Town has had with others within the community, the Town anticipates receiving another \$200,000 in additional donations.
Financial Impact:	If the Town does not receive the additional donations of \$200,000, the Town will be required to appropriate from the General Fund any amount that is not received.
Options:	Accept or decline by vote of the Board of Aldermen
Recommendations:	Motion to approve Yadkin River Trail Head Project Budget Ordinance Amendment 22-020.
Department:	Town Hall

YADKIN RIVER TRAILHEAD PROJECT BUDGET ORDINANCE
FOR THE TOWN OF SPENCER,
NORTH CAROLINA
PROJECT BUDGET ORDINANCE AMENDMENT 22-020
SEPTEMBER 13, 2022

BE IT ORDAINED by the Governing Board of the Town of Spencer, North Carolina, the following transfer from the General Fund budgeted in the FY23 budget, received donations and anticipated additional donations for Yadkin River Trailhead Project are hereby appropriated amending Ordinance 20-012 and

Section 1. To appropriate revenues and expense appropriations as follows for a transfer from the General Fund of \$71,000, additional donations received of \$11,315 and estimated additional donations to be received of \$200,000:

Revenues

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
90-3985-240	Yadkin River Trailhead Donations	\$420,659	\$631,974	\$211,315
90-3985-850	Transfer from General Fund	\$114,258	\$185,258	<u>\$ 71,000</u>
				\$282,315

Expenditures

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
90-4130-370	Advertising	0	\$457	\$ 457
90-4910-580	Capital Outlay - Infrastructure	\$477,867	\$759,725	<u>\$281,858</u>
				\$282,315

Section 2. Copies of this project budget amendment shall be furnished to the Clerk to the Governing Board, and to the Town Manager and the Finance Manager for record-keeping.

Adopted this 13th day of September 2022.

Stacy Craven, Town Clerk

Jonathan Williams, Mayor

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date: September 13, 2022

Issue under Consideration:	Property Lien for Nuisance Abatement 816 5th St, 704 5 th St, 700 4 th St, 401 Crestwood Ln, 415 S. Rowan Ave
Current Status:	Compliance thru Town Abatement
Points to Consider:	No Response from property owner
Financial Impact:	\$1467.50
Options:	N/A
Recommendations:	Confirm Lien
Department:	Police- Code Enforcement



Notice of Lien

09/06/2022

EQUITY TRUST CO CUSTODIAN FBO
1 EQUITY WAY
WESTLAKE, OH 44145

The Town of Spencer
VS
EQUITY TRUST CO CUSTODIAN FBO

Re: Case Number 202200044
Subject Property: 204 S IREDELL AVE, SPENCER, NC
Property ID Number: 033 305

Dear Property Owner:

Take notice that the Town of Spencer, a municipal corporation, hereby claims a statutory lien pursuant to North Carolina General Statute 160A-193 and the Spencer Code of Ordinances, Chapter 93, against the above-named party or parties and upon the property of said owner or owners, hereinafter described and said claimants show:

1. That the property of the above-named owner or owners upon which notice of lien is filed is in the Spencer Township, Rowan County, State of North Carolina and is described as follows: **204 S IREDELL AVE, Parcel 033 305**
2. That the said lien is authorized by General Statute 160A-193 of the General Statutes of North Carolina, as implemented by the Code of Ordinances of the Town of Spencer as set forth in Chapter 93 of the Code of Ordinances.
3. That pursuant to the above-cited code, the violation was abated and said work was finished on **07/28/2022**.
4. That the cost of said work for which this Notice of Lien is filed is **\$1100.00** plus **\$6.00** filing fee. Total cost of lien removal is **\$1106.00**.

Sincerely,

James Osborne
Code Enforcement Officer
Town of Spencer



Notice of Lien

09/02/2022

HOME SFR BORROWER IV LLC
PO BOX 4090
SCOTTSDALE, AZ 85261-4090

The Town of Spencer
VS
HOME SFR BORROWER IV LLC

Re: Case Number 202200132
Subject Property: 401 CRESTWOOD LN, SPENCER, NC
Property ID Number: 036A089

Dear Property Owner:

Take notice that the Town of Spencer, a municipal corporation, hereby claims a statutory lien pursuant to North Carolina General Statute 160A-193 and the Spencer Code of Ordinances, Chapter 93, against the above-named party or parties and upon the property of said owner or owners, hereinafter described and said claimants show:

1. That the property of the above-named owner or owners upon which notice of lien is filed is in the Spencer Township, Rowan County, State of North Carolina and is described as follows: **401 CRESTWOOD LN, Parcel 036A089**
2. That the said lien is authorized by General Statute 160A-193 of the General Statutes of North Carolina, as implemented by the Code of Ordinances of the Town of Spencer as set forth in Chapter 93 of the Code of Ordinances.
3. That pursuant to the above-cited code, the violation was abated and said work was finished on **07/12/2022**.
4. That the cost of said work for which this Notice of Lien is filed is **\$237.50** plus **\$6.00** filing fee. Total cost of lien removal is **\$243.50**.

Sincerely,

James Osborne
Code Enforcement Officer
Town of Spencer



Notice of Lien

09/02/2022

HOPKINS KYLE M
6015 TWICKINGHAM CT
CHARLOTTE, NC 28212-8398

The Town of Spencer
VS
HOPKINS KYLE M

Re: Case Number 202200120
Subject Property: 415 S ROWAN AVE, SPENCER, NC
Property ID Number: 032 031

Dear Property Owner:

Take notice that the Town of Spencer, a municipal corporation, hereby claims a statutory lien pursuant to North Carolina General Statute 160A-193 and the Spencer Code of Ordinances, Chapter 93, against the above-named party or parties and upon the property of said owner or owners, hereinafter described and said claimants show:

1. That the property of the above-named owner or owners upon which notice of lien is filed is in the Spencer Township, Rowan County, State of North Carolina and is described as follows: **415 S ROWAN AVE, Parcel 032 031**
2. That the said lien is authorized by General Statute 160A-193 of the General Statutes of North Carolina, as implemented by the Code of Ordinances of the Town of Spencer as set forth in Chapter 93 of the Code of Ordinances.
3. That pursuant to the above-cited code, the violation was abated and said work was finished on **06/21/2022**.
4. That the cost of said work for which this Notice of Lien is filed is **\$237.50** plus **\$6.00** filing fee. Total cost of lien removal is **\$243.50**.

Sincerely,

James Osborne
Code Enforcement Officer
Town of Spencer



Notice of Lien

09/02/2022

PAINTER MICHAEL JOHN
700 4TH ST
SPENCER, NC 28159

The Town of Spencer
VS
PAINTER MICHAEL JOHN

Re: Case Number 202200170
Subject Property: 700 4TH ST, SPENCER, NC
Property ID Number: 033 160

Dear Property Owner:

Take notice that the Town of Spencer, a municipal corporation, hereby claims a statutory lien pursuant to North Carolina General Statute 160A-193 and the Spencer Code of Ordinances, Chapter 93, against the above-named party or parties and upon the property of said owner or owners, hereinafter described and said claimants show:

1. That the property of the above-named owner or owners upon which notice of lien is filed is in the Spencer Township, Rowan County, State of North Carolina and is described as follows: **700 4TH ST, Parcel 033 160**
2. That the said lien is authorized by General Statute 160A-193 of the General Statutes of North Carolina, as implemented by the Code of Ordinances of the Town of Spencer as set forth in Chapter 93 of the Code of Ordinances.
3. That pursuant to the above-cited code, the violation was abated and said work was finished on **08/08/2022**.
4. That the cost of said work for which this Notice of Lien is filed is **\$237.50** plus **\$6.00** filing fee. Total cost of lien removal is **\$243.50**.

Sincerely,

James Osborne
Code Enforcement Officer
Town of Spencer



Notice of Lien

09/02/2022

RUMMAGE SYBIL K
619 N CALDWELL ST
SALISBURY, NC 28144

The Town of Spencer
VS
RUMMAGE SYBIL K

Re: Case Number 202200198
Subject Property: 704 5TH ST, SPENCER, NC
Property ID Number: 033 152

Dear Property Owner:

Take notice that the Town of Spencer, a municipal corporation, hereby claims a statutory lien pursuant to North Carolina General Statute 160A-193 and the Spencer Code of Ordinances, Chapter 93, against the above-named party or parties and upon the property of said owner or owners, hereinafter described and said claimants show:

1. That the property of the above-named owner or owners upon which notice of lien is filed is in the Spencer Township, Rowan County, State of North Carolina and is described as follows: **704 5TH ST, Parcel 033 152**
2. That the said lien is authorized by General Statute 160A-193 of the General Statutes of North Carolina, as implemented by the Code of Ordinances of the Town of Spencer as set forth in Chapter 93 of the Code of Ordinances.
3. That pursuant to the above-cited code, the violation was abated and said work was finished on **08/17/2022**.
4. That the cost of said work for which this Notice of Lien is filed is **\$362.50** plus **\$6.00** filing fee. Total cost of lien removal is **\$368.50**.

Sincerely,

James Osborne
Code Enforcement Officer
Town of Spencer



Notice of Lien

09/02/2022

ZUNINO MICHAEL G
46 SPRING ST APT 19
NASHUA, NH 03060

The Town of Spencer
VS
ZUNINO MICHAEL G

Re: Case Number 202200197
Subject Property: 816 5TH ST, SPENCER, NC
Property ID Number: 033 096

Dear Property Owner:

Take notice that the Town of Spencer, a municipal corporation, hereby claims a statutory lien pursuant to North Carolina General Statute 160A-193 and the Spencer Code of Ordinances, Chapter 93, against the above-named party or parties and upon the property of said owner or owners, hereinafter described and said claimants show:

1. That the property of the above-named owner or owners upon which notice of lien is filed is in the Spencer Township, Rowan County, State of North Carolina and is described as follows: **816 5TH ST, Parcel 033 096**
2. That the said lien is authorized by General Statute 160A-193 of the General Statutes of North Carolina, as implemented by the Code of Ordinances of the Town of Spencer as set forth in Chapter 93 of the Code of Ordinances.
3. That pursuant to the above-cited code, the violation was abated and said work was finished on **08/17/2022**.
4. That the cost of said work for which this Notice of Lien is filed is **\$362.50** plus **\$6.00** filing fee. Total cost of lien removal is **\$368.50**.

Sincerely,

James Osborne
Code Enforcement Officer
Town of Spencer

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date: 9/13/2022

Issue under Consideration:	Consider adopting Resolution 22-016 supporting bike/ped improvements and requesting NCGA Discretionary Funds.
Current Status:	The Town's vision bicycle/pedestrian connection to the Yadkin River has been in planning for several decades and is a current goal. Previously secured Federal Transportation Alternatives funding from NCDOT for the "Third Street Greenway" (EB-5861) project provides 80 percent reimbursement or approximately \$3.5 million towards a proposed \$4.5 million path from Third Street to the Yadkin River, including a spur from Grants Creek.
Points to Consider:	The Town is making progress on the first phase by constructing the Yadkin River Trailhead at a cost of approximately \$760,000 (funded through local, regional, and statewide resources). Sidewalk and bicycle improvements along Salisbury Avenue, through Town to improve school connectivity, and connecting to Grants creek and into Salisbury have all been identified as top priorities through various previous planning studies. The proposed update to the EB-5861 scope accomplishes these connections, including a segment through Charles Street, Oakwood Drive, and Whitehead Avenue. These have the added benefit to school route safety for the considerable number of students and other pedestrians currently using these streets with no access to sidewalks.
Financial Impact:	The refined Greenway concept and updated cost estimates for these planned facilities may approach \$10 million in construction and preliminary engineering, based on a scope of sidewalk improvements along the top priority routes. If the Town were successful in receiving discretionary funds from the General Assembly, we would be able to proceed in earnest with designing and constructing the improvements.
Options:	Adopt or decline by vote of the Board of Aldermen
Recommendations:	Motion to adopt Resolution 22-016 in support of bike/bed improvements and requesting NCGA Discretionary Funds.
Department:	Town Hall

TOWN OF SPENCER RESOLUTION 22-016

**SUPPORTING BICYCLE AND PEDESTRIAN IMPROVEMENTS ALONG SALISBURY AVENUE AND
THROUGH STREETS SERVING PUBLIC SCHOOLS AND SURROUNDING NEIGHBORHOODS
AND REQUESTING NC GENERAL ASSEMBLY DISCRETIONARY FUNDS**

- WHEREAS, the Town of Spencer (hereinafter, "the Town") is charged with the responsibility of advancing the economic vitality, as well as providing for the safety of the County's citizens, present and future; and
- WHEREAS, the Town recognizes the mobility needs of the traveling public, residents, and visitors; *and*
- WHEREAS, US Highway 29 (Salisbury Avenue) is critical mobility in Rowan County and NCDOT Division 9; and
- WHEREAS, the Town is joined by many partners to implement the vision painted by the 2004 Rowan County Grants Creek Greenway plan, the 2014 Carolina Thread Trail concept map, the 2014 Spencer Parks and Recreation Comprehensive Plan (with a 2022 Master Plan Update completed), and the 2016 Spencer and East Spencer Comprehensive Bicycle and Pedestrian Plan; and
- WHEREAS, the Town previously secured Federal Transportation Alternatives funding from NCDOT for the "Third Street Greenway" (EB-5861) project, providing 80 percent reimbursement or approximately \$3.5 million towards a proposed \$4.5 million path from Third Street to the Yadkin River, including a spur from Grants Creek; and
- WHEREAS, the Town is making progress on the first phase of this path by constructing the Yadkin River Trailhead, providing a seamless connection to the Wil-Cox Bridge and Davidson County's Yadkin River Park, as well as the first 1,100 feet of trail from the Yadkin River into Rowan County at a cost of approximately \$760,000 funded through local, regional, and statewide private and public resources; and
- WHEREAS, sidewalk and bicycle improvements along Salisbury Avenue, through Town to improve school connectivity, and connecting to Grants creek and into Salisbury have all been identified as top priorities; *and*
- WHEREAS, the proposed update to the EB-5861 scope accomplishes these connections, including a segment through Charles Street, Oakwood Drive, and Whitehead Avenue. These have the added benefit to school route safety for the considerable number of students and other pedestrians currently using these streets with no access to sidewalks; and
- WHEREAS, the Town has continued to refine the Third Street Greenway concept and updated cost estimates for these planned facilities may approach \$10 million in construction and preliminary engineering, based on a scope of sidewalk improvements along the top priority routes; *and*
- WHEREAS, the General Assembly has discretionary funds to address pedestrian mobility and safety needs of this scope and magnitude, as well as provide for future economic development opportunities for cities and towns.

NOW, THEREFORE, BE IT RESOLVED that the Board of Aldermen of the Town of Spencer, North Carolina, does hereby approve the following:

1. That the Town of Spencer requests the NC General Assembly to appropriate discretionary funds up to \$2 million to advance the Town's ability to design and construct needed bicycle and pedestrian improvements along NCDOT and Town facilities.
2. This Resolution shall become effective immediately upon adoption.

Adopted this 13th day of September, 2022.

BOARD OF ALDERMEN
TOWN OF SPENCER
NORTH CAROLINA

ATTEST:

Jonathan D Williams, Mayor

Stacy H. Craven, Town Clerk

Exhibit A - NCGA Discretionary Fund request detail

Exhibit A - Preliminary NCGA Discretionary Fund request detail

Note: This cost estimate is based on an in-house calculation and we are awaiting updated OPCC figures for the proposed updated project scope

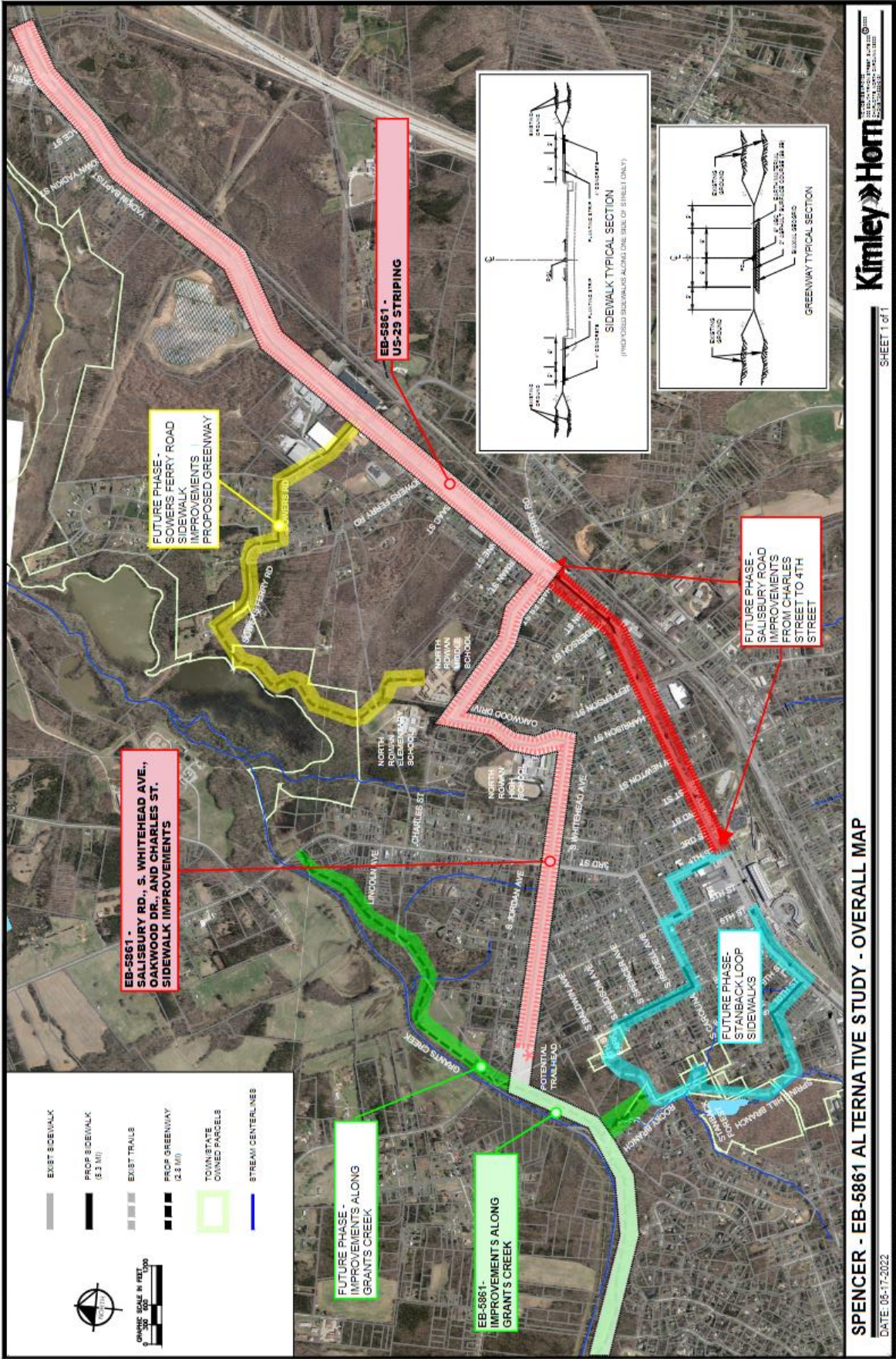
Description	Cost	Note
Original EB-5861 Estimate	\$ 4,472,000	Construction funds only
80% TAP reimbursement	\$ 3,577,600	
<i>Original Local Funds required</i>	<i>\$ 894,400</i>	
Potential updated EB-5861 Scope	\$ 9,980,879	Construction and Design
80% TAP reimbursement	\$ 7,984,704	
<i>Remaining Funds needed</i>	<i>\$ 1,996,176</i>	

Est. Discretionary Funds request:	\$ 1,996,176
--	---------------------

Exhibit B – Engineer’s Opinion of Probable Construction Cost for proposed and future phases

Pending updated OPCC from Engineer

DRAFT





Monthly Activity Report

Planning, Zoning & Subdivision Administrator

August 2022

	<u>Location</u>	<u>Activity</u>	<u>Action</u>
8.1.22	Long Ferry Rd	Gunter development east of I-85	Answered questions
8.1.22	200 s Salisbury	Conditional zoning violation report	Memo
8.1.22	1212 s Salisbury	Zoning permit solar panels	Issued permit
8.1.22	Long Ferry Rd	Annexation discussions with Johnson Dev Group	discussion
8.1.22	Lee St	Possible light industrial dev	discussions
8.1.22	511 s carolina	Fallen tree	Investigated referred to other staff
8.2.22	970 Long Ferry Rd	Property owner development questions	Answered questions
8.2.22	Office	Bid letting Yadkin River Park Trailhead	Attended
8.2.22	Office	Staff meeting	Attended
8.2.22	6 th St	Setback questions	Answered questions
8.2.22	7 th st	Townhome project easements	Discussion with SRU
8.4.22	4 th st	Questions about lot subdivision	Answered questions
8.4.22	Transportation Museum	Sign Permits	Issued permits
8.4.22	Office	BoA preagenda meeting	Attended meeting
8.4.22	Innospec	Access road timeline	Answered questions
8.4.22	Long Ferry Rd	Access road questions- Johnson development	Answered questions
8.4.22	7 th st	Townhome development preliminary site plan	Reviewed and commented
8.4.22	Office	Contacted EDC about incentive grant process fisher lamb site	Enquiry

8.10.22	712 s salisbury ave	Possible redevelopment of gas station property	Answered questions
8.10.22	6 th st	Questions on possible townhome project	Answered questions
8.10.22	various	Notified various departments concerning annexation	notifications
8.10.22	200 s salisbury	Notified property owner of proposed condition modifications	emails
8.10.22	Long Ferry Rd	Johnson/Grubb access road easement request	discussion
8.11.22	7 th st	Townhome project utilities discussion with SRU	Discussions
8.11.22	Clyde St	Payment in lieu of for sidewalks	Discussed with developer
8.11.22	office	Police officer employment interview	Participated- all day
8.11.22	1205 n salisbury ave	Food commissary questions	Answered questions
8.12.22	office	Researched profanity on signs regulations	research
8.12.22	office	After hours of research	Cussed a blue streak!
8.15.22	office	Researched bamboo issue	Offered comments to staff
8.15.22	PCA	Zoning permit for parking lot expansion	Issued permit
8.15.22	7 th st	Met with property owner on townhome project	Discussed trailhead project
8.16.22	office	Short term rental text amendment	Drafted and submitted material
8.16.22	office	Storage building text amendment	Drafted and submitted material
8.16.22	office	Hackett St access rd	Staff meeting
8.16.22	office	Great Trail State conference call	Participated in conference call
8.17.22	Hackett St	Access road memorandum of understanding	Drafted memo and distributed for comment
8.17.22	Meadow St	Reviewed stormwater management drawings for subdivision	Review and comment
8.22.22	Hollywood	Subdivision questions	Answered questions
8.22.22	Hackett St	Subdivision questions	Answered questions
8.22.22	Grant Creek	Greenway connector project	Initial planning
8.23.22	All	Review enforcement language for parking on grass	Staff discussions
8.23.22	300 s iredell	Zoning permit for storage building	Issued permit
8.23.22	All	Review and comment on TAZ maps	Review and comment
8.23.22	Long Ferry	Residential fencing questions	Answered questions

8.25.22	225 hackett st	Lot subdivision questions	Answered questions
8.25.22	5 th st	Access questions from Skye on mural project	Answered questions
8.26.22	Long Ferry Rd	Truck Stop developer concerning Montclair Dr realignment	Discussions
8.26.22	Hackett St	Fielded 15 th phone call for the month from Fisher Lamb site developer, mostly concerning access road issues	Discussions
8.26.22	Long Ferry	Sent out memorandum of understanding on new access road	Sent memo
8.15.22	107 hillcrest	Zoning permit for single family home	Issued permit



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,

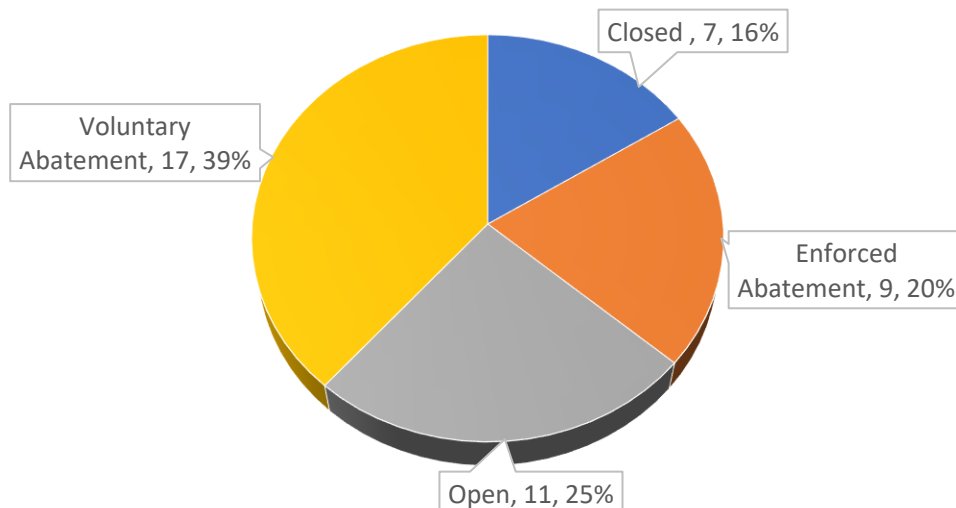
Monthly Report

August 2022 Highlights

- AUGUST 2022: 44 total Cases, 11 Open, 33 Closed
- Year to Date: 244 Cases
- Notice of Violations for August: 14
- Work Orders for Abatement: 4
- Public Information Session August 17, 2022: Bamboo Management and Control 600 Block of 2nd and 3rd Streets

August 2022 Total Cases: 44

■ Closed ■ Enforced Abatement ■ Open ■ Voluntary Abatement

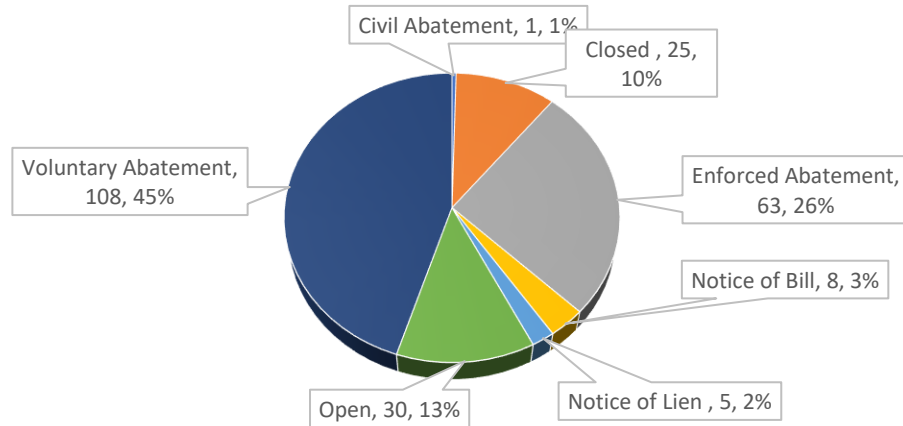




Code Enforcement Office

2022 Year to Date Breakdown: Total Cases 244

- Civil Abatement
- Closed
- Enforced Abatement
- Notice of Bill
- Notice of Lien
- Open
- Voluntary Abatement



2022 Open Cases

Case Number	Address	Violation	Status
202200245	200 S Salisbury Ave	High Grass and Weeds	Open
202200236	106 Springhill Ave	High Grass and Weeds	Open
202200234	1216 S Salisbury Ave	High Grass and weeds	Open
202200233	110 Alexander St	cars and campers, building on fence and high weeds	Open
202200231	413 S Hudson Ave	High Grass and Weeds	Open
202200227	1002 N. Salisbury Av	Pile of junk and old furniture on the left hand side of the home	Open
202200226	1002 N. Salisbury Av	Front porch has trash and debris	Open
202200224	1002 N. Salisbury Av	High Grass and Weeds	Open
202200221	502 Pineview Dr.	High Grass and Weeds	Open
202200207	812 S Yadkin Ave	Pile of construction debris next to home all summer	Open
202200202	604 3rd St	Bamboo taking over the lot and spreading onto other properties	Open
202200201	904 S Salisbury Ave	Front Porch has trash and debris on it	Open



Code Enforcement Office

202200189	400 S YADKIN AVE	CAN NOT SEE PAST THE GROWTH FACING WESTERLY TO AVOID AN ACCIDENT	Open
202200174	911 2nd St	Tree on roof	Open
202200172	529 Steeplechase Tr	Overgrowth on home, pile of yard debris in backyard and down tree on side yard	Open
202200155	1112 Elizabeth Ave	Multiple tractor trailers parked on this parcel. Home on parcel being renovated in order to be occupied	Open
202200145	512 2nd St	Damaged front porch and roof from fallen tree	Open
202200141	204 s rowan av	High grass/rear yard	Open
202200134	200 S Rowan Av	Rat infestation	Open
202200101	315 N Rowan Ave	Trees growing in gutter and backyard looks very trashy, pile of dirt with weeds	Open
202200063	401 W 17th St	Major roof damage from tree falling on the house	Open
202200045	303 S Iredell Ave	Front porch unsafe with missing wood	Open
202200038	119 5th St	Wall in alleyway next to 121 5th may collapse	Open
202200037	222 N. Salisbury Ave	Missing aluminum wrap and fascia board on front of roof.	Open
202200034	613 5th St	Porch roof dilapidated	Open
202200033	704 5th St	Hole in roof	Open
202200027	504 1st street	House caught fire	Open
202200026	705 N Salisbury Ave Apt B	Junk pile in front yard	Open
202200015	804 S. Salisbury Ave	Car crashed into living room	Open
202200002	414 S Carolina Ave	Front porch have large hole left open from recent attempt to repair	Open
202200015	804 S. Salisbury Ave	Car crashed into living room	Open
202200002	414 S Carolina Ave	Front porch have large hole left open from recent attempt to repair	Open



August 2022 Monthly Case Status Report

08/01/2022 - 08/31/2022

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

202200243	8/25/2022	Closed	8/29/2022	Site Visit	0 S Salisbury Ave	High Grass and Weeds
202200230	8/22/2022	Closed	8/29/2022	Walk In	708 S Carolina Ave	Chicken Wire fence placed across the alleyway and dogs are allowed to come over the fence to poop and pee on the property
202200229	8/21/2022	Closed	8/26/2022	Portal Complaint	602 S Spencer Ave	The renters have 2 dogs that continually roam outside of their yard. They have no discipline and one of the tenants can't leave the yard to get them due to house arrest. These tenants also smoke marijuana outside. I'm nervous to take my infant outside to play due to the dogs and smoking. Plus, to "fix" the trashcan they've it back from the road about 10 feet now. This house is a constant menace as the PD is well aware. Susan Morris needs to be held more accountable too! There is the smaller dogs in the photo. On top of that there are children at this house that are continually unsupervised. .
202200228	8/19/2022	Closed	8/24/2022	Site Visit	906 3rd St	High Grass and Weeds
202200220	8/17/2022	Closed	8/17/2022	Phone Call	803 3rd	Wire in road

202200216	8/15/2022	Closed	8/15/2022	Walk In	111 8th St, 207 8th St	Cars parked on road
202200206	8/4/2022	Closed	8/4/2022	Walk In	1110 N Salisbury Ave	Landlord padlocked electrical panel after turning off the main breaker
202200199	7/29/2022	Closed	8/8/2022	Site Visit	508 S Whitehead Av	High Grass and Weeds
202107084	9/9/2021	Closed	8/5/2022	Email	1102 Charles St	Junk Vehicle on side of yard preventing yard maintenance
202107006	7/1/2021	Closed	8/9/2022	Site Visit	101 Sowers Ferry Rd	Refrigerator, Freezer and unused AC unit and accumulation of trash in yard
202106015	6/7/2021	Closed	8/9/2022	Phone Call	318 Grant St	Air condition not operation and hallways have human feces on floor that staff will not clean up
202104059	4/26/2021	Closed	8/9/2022	Email	419 S Spencer Ave	Rails installed on home without a COA

Group Total: 12

Group: Enforced Abatement

202200235	8/24/2022	Enforced Abatement	8/29/2022	Site Visit	112 Springhill Ave	High Grass and Weeds
202200218	8/17/2022	Enforced Abatement	8/31/2022	Site Visit	1505 N Long St	High Grass and Weeds
202200215	8/11/2022	Enforced Abatement	8/29/2022	Site Visit	505 S Yadkin Ave (empty lot)	High Grass and Weeds
202200214	8/10/2022	Enforced Abatement	8/19/2022	Site Visit	314 N Rowan Ave	High Grass and Weeds
202200213	8/9/2022	Enforced Abatement	8/24/2022	Site Visit	102 Ann St	High Grass and Weeds
202200212	8/9/2022	Enforced Abatement	8/24/2022	Site Visit	909 N Salisbury Ave	High Grass and Weeds
202200210	8/9/2022	Enforced Abatement	8/22/2022	Site Visit	704 4th St	High Grass and Weeds
202200203	8/3/2022	Enforced Abatement	8/19/2022	Site Visit	509 3rd St	High Grass and Weeds
202200196	7/29/2022	Enforced Abatement	8/16/2022	Site Visit	290 Snider St.	High Grass and Weeds

202200194	7/28/2022	Enforced Abatement	8/10/2022	Site Visit	709 7th St	High Grass and Weeds
202200192	7/27/2022	Enforced Abatement	8/22/2022	Site Visit	904 S Salisbury Ave	High Grass and Weeds
202200184	7/25/2022	Enforced Abatement	8/5/2022	Walk In	0 S SALISBURY AVE	HIGH GRASS IN THE BACK OF PRESTO PRINTING IN THE ALLEYWAY
202200183	7/21/2022	Enforced Abatement	8/8/2022	Site Visit	403 Pinecroft Ln	High Grass and Weeds
202200181	7/21/2022	Enforced Abatement	8/16/2022	Site Visit	412 Crestwood Ln	High Grass and Weeds
202200178	7/19/2022	Enforced Abatement	8/11/2022	Site Visit	507 S Yadkin Ave	High Grass and Weeds
202200165	7/13/2022	Enforced Abatement	8/9/2022	Site Visit	510 4th St	High Grass and Weeds
202200071	4/14/2022	Enforced Abatement	8/22/2022	Site Visit	204 S Iredell Ave	High Grass and weeds
202107133	10/27/2021	Enforced Abatement	8/9/2022	Phone Call	200 Cain St	Windows painted shut and hot water heater that leaks and hard to get to

Group Total: 18

Group: Notice of Bill

202200198	7/29/2022	Notice of Bill	8/18/2022	Site Visit	704 5th St	High Grass and Weeds
202200197	7/29/2022	Notice of Bill	8/18/2022	Site Visit	816 5th St.	High Grass and Weeds
202200170	7/14/2022	Notice of Bill	8/9/2022	Site Visit	700 4th St	High Grass and Weeds

Group Total: 3

Group: Open

202200245	8/31/2022	Open	8/31/2022	Site Visit	200 S Salisbury Ave	High Grass and Weeds
202200236	8/24/2022	Open	8/24/2022	Site Visit	106 Springhill Ave	High Grass and Weeds
202200234	8/24/2022	Open	8/24/2022	Site Visit	1216 S Salisbury Ave	High Grass and weeds
202200233	8/23/2022	Open	8/24/2022	Phone Call	110 Alexander St	cars and campers, building on fence and high weeds
202200231	8/22/2022	Open	8/22/2022	Site Visit	413 S Hudson Ave	High Grass and Weeds

202200227	8/18/2022	Open	8/18/2022	Site Visit	1002 N. Salisbury Av	Pile of junk and old furniture on the left hand side of the home
202200226	8/18/2022	Open	8/18/2022	Site Visit	1002 N. Salisbury Av	Front porch has trash and debris
202200224	8/18/2022	Open	8/18/2022	Site Visit	1002 N. Salisbury Av	High Grass and Weeds
202200221	8/18/2022	Open	8/18/2022	Site Visit	502 Pineview Dr.	High Grass and Weeds
202200207	8/4/2022	Open	8/5/2022	Phone Call	812 S Yadkin Ave	Pile of construction debris next to home all summer
202200202	8/3/2022	Open	8/3/2022	Site Visit	604 3rd St	Bamboo taking over the lot and spreading onto other properties
202200201	7/27/2022	Open	8/2/2022	Site Visit	904 S Salisbury Ave	Front Porch has trash and debris on it

Group Total: 12

Group: Voluntary Abatement

202200244	8/17/2022	Voluntary Abatement	8/26/2022	Site Visit	1000 3rd St	High Grass and Weeds
202200242	8/25/2022	Voluntary Abatement	8/29/2022	Site Visit	512 7th St	High Grass and Weeds
202200241	8/25/2022	Voluntary Abatement	8/31/2022	Site Visit	216 N Rowan Ave	High Grass and Weeds
202200240	8/24/2022	Voluntary Abatement	8/31/2022	Site Visit	814 N Salisbury Ave	Parking in the front yard without an improved surface.
202200239	8/24/2022	Voluntary Abatement	8/31/2022	Site Visit	721 N Salisbury Ave	Parking in the front yard on the grass
202200238	8/24/2022	Voluntary Abatement	8/31/2022	Site Visit	1004 N. Salisbury Ave	Parked on an unimproved surface in the front or side yard
202200237	8/24/2022	Voluntary Abatement	8/31/2022	Site Visit	301 S Hudson Ave	High Grass and Weeds
202200232	8/19/2022	Voluntary Abatement	8/25/2022	Site Visit	208 N Salisbury Ave	Parking on unimproved surface in the front yard
202200223	8/18/2022	Voluntary Abatement	8/22/2022	Site Visit	705 Charles St.	High Grass and Weeds
202200222	8/18/2022	Voluntary Abatement	8/22/2022	Site Visit	502 Oakwood Dr.	High Grass and Weeds
202200219	8/17/2022	Voluntary Abatement	8/25/2022	Portal Complaint	1059 3rd St.	people living in home with no water or sewer
202200217	8/16/2022	Voluntary Abatement	8/18/2022	Site Visit	1007 4th St	High Grass and Weeds

202200211	8/9/2022	Voluntary Abatement	8/10/2022	Site Visit	422 S Iredell Ave	High Grass and Weeds
202200209	8/8/2022	Voluntary Abatement	8/9/2022	Phone Call	206 S Iredell Ave	High Grass and Weeds
202200208	8/8/2022	Voluntary Abatement	8/22/2022	Email	511 S Yadkin Ave	Entire contents of home put on side of road
202200205	8/3/2022	Voluntary Abatement	8/16/2022	Site Visit	511 3rd St	High Grass and Weeds
202200204	8/3/2022	Voluntary Abatement	8/9/2022	Site Visit	304 S Carolina Ave	High Grass and Weeds
202200200	7/29/2022	Voluntary Abatement	8/18/2022	Site Visit	322 S Whitehead Ave	High Grass and Weeds
202200185	7/25/2022	Voluntary Abatement	8/8/2022	Phone Call	812 4th St	High Grass and Weeds
202200173	7/18/2022	Voluntary Abatement	8/1/2022	Site Visit	210 Gobbel St	High Grass and Weeds
202200149	7/1/2022	Voluntary Abatement	8/19/2022	Site Visit	1102 Charles St	Vans parked on the left and right hand side of the home in the grass
202200107	5/11/2022	Voluntary Abatement	8/26/2022	Site Visit	311 S Rowan Av	High Grass and weeds
202102013	2/25/2021	Voluntary Abatement	8/9/2022	Phone Call	127 5th St	Damaged exterior wall with graffiti

Group Total: 23

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Total Records: 68

9/2/2022

Activity Log Event Summary (Totals)

Spencer Police Department

(07/26/2022 - 08/29/2022)

8th Street Ballpark Check	78	911 Hang-Up	5
Administrative Work	52	Alarm - Hold-up	1
Alarm - Other	8	Animal Complaint	1
Assault - In-Progress	1	Assault - Report	2
Assist - East Spencer Police	46	Assist - EMS	5
Assist - Fire Department	16	Assist - Motorist/Public	8
Assist - NCHP	3	Assist - Other Agency	4
Assist - Other Officer	34	Assist - Sheriff's Office	13
B&E/Burglary - Commercial, Report	1	B&E/Burglary - Residential, In-Progress	2
B&E/Burglary - Residential, Report	1	B&E-Vehicle, Report	1
Business Check-Drive Through	187	Calls For Service (General)	2
Child Abuse/Neglect	1	Communicating Threats	1
Community Event	4	Court	6
District Attorney's Office	1	Disturbance	10
Disturbance- Verbal	10	Disturbance-Physical	5
Domestic - Property Pick-up	4	Domestic Dispute	3
Fight - In-Progress	1	Follow-up Investigation- Spencer	11
Foot Patrol - Business	79	Fraud - Report	4
House Check	14	Interview	1
Involuntary Commitment	3	Juvenile Complaint	1
Larceny - In-Progress	1	Larceny - Report	8
Magistrate's Office	1	Maintenance - Equipment	5
Maintenance - Vehicle	17	Meeting	13
Missing Juvenile	2	NCTM - Drive Through	171
NCTM - Foot Patrol	45	Noise Complaint	1
Ordinance Violation	1	Overdose	1
Park Check	111	Property Damage - Report	2
Public Service	6	School Activities	1
School Check - NRES	49	School Check - NRHS	56
School Check - NRMS	47	School Lockdown	1
Security Check/Standby	19	Shots Fired	2
Special Assignment - Other	9	SRO Duties	32
Subject with Gun	2	Subpoena Service	10

Activity Log Event Summary (Totals)

Spencer Police Department

(07/26/2022 - 08/29/2022)

Suicide Threat	2	Suspicious - Activity	12
Suspicious - Person	6	Suspicious - Vehicle	10
Traffic Accident - PD	8	Traffic Complaint	2
Traffic Control	3	Traffic Enforcement	8
Training - PD	3	Training - School	2
Trespassing - In-Progress	5	Trespassing - Report	2
Unlock Vehicle	5	Vehicle Stop	23
Warrant Service	3	Weapon Possession (Not Firearm) Not on School	1
Welfare Check	9		

Total Number Of Events: 1,347



OFFICE OF THE FIRE CHIEF

Post Office Box 45 Spencer, NC 28159-0045

704.637.6135

mlanning@spencernc.gov

September 2022 Monthly Report

Calls for Service-As of 07/28/22-08/29/2022

Fire: 24

EMS: 57

Monthly Total:84

2022 Total: 586

Apparatus:

- Engine 751 was out of service for 2 weeks, same has been repaired and returned to service.
- Engine Replacement- Current manufacturing lead time for apparatus is currently at 27 months from time of order.

Equipment:

- Still awaiting results of \$35,000 grant from NCOSFM

Special Events:

- Fire Prevention Week Open House- October 15th 11am-2pm, see attached flyer.

Personnel:

- Addition of 1 PT firefighter.
- As of 8/26/2022 FEMA began announcing award winners of SAFER grant. Would we be unsuccessful in receiving this grant, staffing will once again be a huge concern.

Station:

No Updates.



We're on the Right Track

Special Information:

- Currently working with NCLM Risk Manager TJ Deluca to undergo a departmental risk review program. This will consist of a review of departmental policies, procedures, and practices to ensure we are practicing the best risk reduction strategies and ensure we are adhering to industry standards. Completion of this will not only aid us in providing the best service to our citizens but will also result in the reduction of insurance premium costs provided by NCLM.

704-633-2231
townofspencer.com



Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date: **9/13/2022**

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>

September 2022 Board of Alderman Meeting

- 1) Regular services (Sanitation, Brush, and Mowing) are running on schedule.
- 2) The Leaf Vac will begin running the first Monday of October (3rd) on a limited schedule at first and picking up as demand calls for it. **A reminder that all loose material needs to be in bags for pick up until this time.**
- 3) The Date for the fall mulch give-away has been set for October 1st, from 7:00 am until 12:00 pm. Delivery for in town residents will be available, and residents can call ahead to request delivery. **Three loads per residence Max.** The recycling center will also be open on this Saturday.
- 4) All issues associated with the lightning strike at the Public Works Garage have been fixed, costing about \$2,500. We are filing with our insurance to be reimbursed for a portion of this.
- 5) Plans have been made for the rebuilding of the planter on the corner of 4th Street and Salisbury Avenue that was destroyed during the Police chase. We have purchased the materials and they are being stored at our garage until the mason is able to work us in. He plans to be here towards the end of this week, weather permitting.
- 6) On September 24th there will be a 5K Run to the River, which will begin on 4th Street and finish at the site of the new Yadkin Bridge trailhead. We want to thank Mr. TJ Brown with Rowan County for allowing us to borrow the large number of cones it will take to block a lane of Salisbury Avenue to keep the runners safe.
- 7) We have had several meetings with engineers and other staff of theirs to prepare our application for grants to fix the 17th Street flooding issues. The grant deadline is later in September, and you will hear more details about this during the regular monthly meeting.
- 8) We met with Mr. Brandt at the Library to discuss an interesting idea he had for the use of the upstairs. He is interested in turning the upstairs into a Town of Spencer history museum. We are in the process of getting estimates for necessities to make this happen. Wiring in the building will have to be updated; heat and ac will have to be installed as well as an elevator installed to access the

second floor. Once we have these estimates we can decide on how to proceed further.

- 9) Most of our extra time this month has been spent trimming Streets and Intersections. We have been raising the canopies on the streets and clearing many Street signs and Stop signs. If you see an area that needs attention, please let Public Works or Town Hall know.
- 10) The remaining time we have had available has been spent completing our final round of curb spraying for the season. We want to get a good spraying in before leaf pick-up begins to make sure that the curb lines remain clear. As always, we will only spray what is necessary, and will not spray in front of a property that is maintained.
- 11) **CCAP update:**
We have spoken to Bill Godley about plant selection, spacing, and pricing for these plants. He is in the process of getting us a drawing with pricing that will allow us to put a price on this part of the project. He is pricing native plants so that we can plant within the work zone, so as not to encroach on their property any further. The planting of this buffer line is not part of the grant, so the Town will be responsible for funding this if we can find a reasonable solution. Once we get these numbers together, we will bring it to the board for approval, then set up another meeting with the property owners.

12) **Since last report:**

There were 3 abatements issued and completed by Public Works this month.

- 13) **Work Orders were completed as necessary, along with several citizen engagement requests.**

Monthly Events:

September 5th - Labor Day

September 24th - 5K Run to the River

October 1st - Fall Mulch Give-away

Town of Spencer

Fiscal Period - FY 2022-23 Date Range - 2022-07-01 - 2022-08-31

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	\$3,700.00	\$3,700.00	\$0.00	\$1,841.87	\$1,841.87	\$1,858.13	50
10-3194-000 TAXES, 3RD PRIOR YR	\$3,200.00	\$3,200.00	\$0.00	\$918.12	\$918.12	\$2,281.88	29
10-3195-000 TAXES, 2ND PRIOR YR	\$8,000.00	\$8,000.00	\$0.00	\$712.90	\$712.90	\$7,287.10	9
10-3196-000 TAXES, FIRST PRIOR Y	\$39,000.00	\$39,000.00	\$0.00	\$2,497.73	\$2,497.73	\$36,502.27	6
10-3197-100 AD VALOREM TAXES CUR	\$1,475,094.00	\$1,475,094.00	\$0.00	\$639,181.46	\$639,181.46	\$835,912.54	43
10-3197-101 AD VALOREM TAXES VEH	\$156,167.00	\$156,167.00	\$0.00	\$12,526.74	\$12,526.74	\$143,640.26	8
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	\$15,000.00	\$15,000.00	\$0.00	\$1,495.07	\$1,495.07	\$13,504.93	10
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	\$362,118.00	\$362,118.00	\$0.00	\$0.00	\$0.00	\$362,118.00	0
10-3232-000 1/2% SALES TAX (ART	\$226,639.00	\$226,639.00	\$0.00	\$0.00	\$0.00	\$226,639.00	0
10-3233-000 1/2% SALES TAX (ART	\$178,446.00	\$178,446.00	\$0.00	\$0.00	\$0.00	\$178,446.00	0
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	\$310,033.00	\$310,033.00	\$0.00	\$0.00	\$0.00	\$310,033.00	0
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	\$13.33	\$0.00	\$13.33	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	\$13,706.00	\$13,706.00	\$0.00	\$0.00	\$0.00	\$13,706.00	0
10-3324-000 UTILITY FRANCHISE TA	\$195,000.00	\$195,000.00	\$0.00	\$0.00	\$0.00	\$195,000.00	0
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	\$2,587.00	\$2,587.00	\$0.00	\$578.68	\$578.68	\$2,008.32	22
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	\$99.50	\$41.00	\$1,900.50	5
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	\$670.00	\$335.00	\$3,350.00	17
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	\$134,518.00	\$134,518.00	\$0.00	\$0.00	\$0.00	\$134,518.00	0
10-3439-000 NCTM PAYMENTS	\$29,247.00	\$29,247.00	\$0.00	\$4,874.66	\$2,437.33	\$24,372.34	17
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	\$8,000.00	\$8,000.00	\$0.00	\$510.00	\$150.00	\$7,490.00	6
10-3491-001 LIEN PAYMENTS	\$9,000.00	\$9,000.00	\$0.00	\$10,293.00	\$10,293.00	\$1,293.00	114
10-3500-510 SOL/WASTE COLLECTION	\$220,000.00	\$220,000.00	\$0.00	\$24,290.84	\$24,290.84	\$195,709.16	11
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	\$0.00	\$0.00	\$1,000.00	0
10-3831-000 INVESTMENT EARNINGS	\$16,800.00	\$16,800.00	\$0.00	\$7,296.02	\$4,285.80	\$9,503.98	43
10-3833-001 Donations-Police Dep	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	0
10-3833-002 Donations-Other	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0
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	\$20,000.00	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0
10-3837-000 ABC REVENUES	\$14,000.00	\$14,000.00	\$0.00	\$0.00	\$0.00	\$14,000.00	0
10-3838-000 INSURANCE REIMBURSEM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-3839-000 MISCELLANEOUS REVENU	\$30,000.00	\$30,000.00	\$0.00	\$16.00	\$6.00	\$29,984.00	0
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	\$0.00	\$0.00	\$100.00	0
10-3840-000 LIBRARY PARK RES.FEE	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	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 2022-23 Date Range - 2022-07-01 - 2022-08-31

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	\$273,000.00	\$273,000.00	\$0.00	\$0.00	\$0.00	\$273,000.00	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 - ARPA	\$586,000.00	\$586,000.00	\$0.00	\$0.00	\$0.00	\$586,000.00	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	\$975.00	\$975.00	\$0.00	\$0.00	\$0.00	\$975.00	0
10-3985-003 GRANTS-STANBACK FORE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-3985-004 STATE GRANTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	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	\$0.00	\$0.00	\$0.00	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	\$320,000.00	\$504,405.00	\$0.00	\$0.00	\$0.00	\$504,405.00	0
10-3991-001 APPROPRIATED CAPITAL	\$197,673.00	\$197,673.00	\$0.00	\$0.00	\$0.00	\$197,673.00	0
0000-10-Revs	\$4,874,339.00	\$5,058,744.00	\$0.00	\$708,315.92	\$701,591.54	\$4,354,040.74	14

Town of Spencer

Fiscal Period - FY 2022-23 Date Range - 2022-07-01 - 2022-08-31

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
4110-10-GOVERNING BODY							
-							
10-4110-121 SALARIES/WAGES-REGUL	\$24,675.00	\$24,675.00	\$0.00	\$4,112.50	\$2,056.25	\$20,562.50	17
10-4110-181 FICA	\$1,888.00	\$1,888.00	\$0.00	\$314.70	\$157.35	\$1,573.30	17
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	\$12,875.00	\$12,875.00	\$0.00	\$8,937.00	\$8,937.00	\$3,938.00	69
10-4110-192 SERVICES-LEGAL	\$27,500.00	\$27,500.00	\$0.00	\$0.00	\$0.00	\$27,500.00	0
10-4110-194 CONTRACT SERVICES	\$35,000.00	\$57,930.00	\$22,930.00	\$0.00	\$0.00	\$35,000.00	0
10-4110-212 UNIFORMS	\$280.00	\$280.00	\$0.00	\$0.00	\$0.00	\$280.00	0
10-4110-291 SUPPLIES DATA PROCES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4110-299 SUPPLIES AND MATERIA	\$1,200.00	\$1,200.00	\$0.00	\$0.00	\$0.00	\$1,200.00	0
10-4110-311 TRAVEL	\$4,000.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	0
10-4110-321 TELEPHONE & INTERNET	\$539.00	\$539.00	\$0.00	\$0.00	\$0.00	\$539.00	0
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	\$2,900.00	\$2,900.00	\$0.00	\$40.00	\$40.00	\$2,860.00	1
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	\$2,710.00	\$2,710.00	\$0.00	\$2,710.00	\$2,710.00	\$0.00	100
10-4110-491 DUES AND SUBSCRIPTIO	\$11,238.00	\$11,238.00	\$0.00	\$5,652.83	\$255.83	\$5,585.17	50
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	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
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	\$12,000.00	\$22,000.00	\$10,000.00	\$1,000.00	\$1,000.00	\$11,000.00	5
10-4110-620 HISTORIC PRESERVATIO	\$13,300.00	\$13,300.00	\$0.00	\$0.00	\$0.00	\$13,300.00	0
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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4110-631 ROWAN COUNTY TAX COL	\$16,052.00	\$16,052.00	\$0.00	\$5,908.19	\$5,908.19	\$10,143.81	37
10-4110-640 TOURISM AND EVENTS	\$26,000.00	\$26,000.00	\$1,722.09	\$1,033.26	\$208.00	\$23,244.65	4
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
10-4110-930 TRANSFER TO CAPITAL	\$0.00	\$196,673.00	\$0.00	\$0.00	\$0.00	\$196,673.00	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	\$25,000.00	\$0.00	\$0.00	\$0.00	\$25,000.00	0
4110-10-GOVERNING BODY	\$267,157.00	\$446,760.00	\$34,652.09	\$29,708.48	\$21,272.62	\$382,399.43	14

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
4130-10-ADMINISTRATION							
-							
10-4130-121 SALARIES/WAGES-REGUL	\$294,334.00	\$294,334.00	\$0.00	\$26,304.26	\$14,997.44	\$268,029.74	9
10-4130-122 SALARIES/WAGES-OVERT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4130-126 SALARIES/WAGES/TEMPO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4130-127 SALARIES/WAGES-BONUS	\$4,000.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	0
10-4130-133 401K Town Match	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4130-181 FICA	\$21,478.00	\$21,478.00	\$0.00	\$1,950.00	\$1,112.71	\$19,528.00	9
10-4130-182 RETIREMENT	\$34,197.00	\$34,197.00	\$0.00	\$3,220.39	\$1,734.44	\$30,976.61	9
10-4130-183 GROUP INSURANCE	\$45,669.00	\$45,669.00	\$0.00	\$5,978.58	\$2,447.06	\$39,690.42	13
10-4130-184 401K CONTRIBUTION	\$12,960.00	\$12,960.00	\$0.00	\$1,136.50	\$630.90	\$11,823.50	9
10-4130-185 WORKERS COMPENSATION	\$524.00	\$524.00	\$0.00	\$468.91	\$0.00	\$55.09	89
10-4130-186 UNEMPLOYMENT	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0
10-4130-191 SERVICES-ACCOUNTING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4130-193 MEDICAL SERVICES	\$2,765.00	\$2,765.00	\$0.00	\$0.00	\$0.00	\$2,765.00	0
10-4130-194 CONTRACT SERVICES	\$130,009.00	\$130,759.00	\$39,460.88	\$16,595.37	\$4,109.71	\$74,702.75	13
10-4130-198 SERVICES-ENGINEERING	\$25,000.00	\$25,000.00	\$0.00	\$0.00	\$0.00	\$25,000.00	0
10-4130-211 JANITORIAL SUPPLIES	\$900.00	\$900.00	\$0.00	\$0.00	\$0.00	\$900.00	0
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	\$3,000.00	\$3,000.00	\$323.64	\$20.00	\$20.00	\$2,656.36	1
10-4130-270 COVID	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4130-291 SUPPLIES-DATA PROCES	\$3,225.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4130-296 SUPPLIES-MEDICAL	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0
10-4130-299 SUPPLIES AND MATERIA	\$3,000.00	\$3,000.00	\$0.00	\$660.00	\$330.00	\$2,340.00	22
10-4130-311 TRAVEL	\$3,250.00	\$3,250.00	\$0.00	\$239.23	\$170.20	\$3,010.77	7
10-4130-321 TELEPHONE AND INTERN	\$6,052.00	\$6,052.00	\$0.00	\$464.69	\$110.76	\$5,587.31	8
10-4130-325 POSTAGE	\$4,014.00	\$4,014.00	\$0.00	\$0.00	\$0.00	\$4,014.00	0
10-4130-329 OTHER COMMUNICATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4130-331 UTILITIES	\$23,200.00	\$23,200.00	\$0.00	\$4,143.82	\$2,470.32	\$19,056.18	18
10-4130-332 WATER/SEWER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4130-341 PRINTING	\$800.00	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	0
10-4130-351 MAINTENANCE-BUILDING	\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0
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	\$120.69	\$584.55	\$584.55	\$1,294.76	29
10-4130-394 CLEANING SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4130-395 TRAINING	\$4,800.00	\$4,800.00	\$0.00	\$835.00	\$10.00	\$3,965.00	17
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	\$6,897.00	\$6,897.00	\$1,335.00	\$345.05	\$325.05	\$5,216.95	5
10-4130-440 MAINTENANCE CONTRACT	\$20,464.00	\$20,464.00	\$12,621.50	\$2,661.94	\$818.82	\$5,180.56	13

Town of Spencer

Fiscal Period - FY 2022-23 Date Range - 2022-07-01 - 2022-08-31

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 PRINICIPAL	\$68,340.00	\$68,340.00	\$0.00	\$0.00	\$0.00	\$68,340.00	0
10-4130-720 INTEREST	\$60,057.00	\$60,057.00	\$0.00	\$0.00	\$0.00	\$60,057.00	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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
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	\$1,470.49	\$1,470.49	(\$1,470.49)	0
4130-10-ADMINISTRATION	\$827,206.00	\$827,890.00	\$63,868.21	\$98,359.62	\$40,230.45	\$665,662.17	20

Town of Spencer

Fiscal Period - FY 2022-23 Date Range - 2022-07-01 - 2022-08-31

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
4310-10-POLICE OPERATIONS							
-							
10-4310-121 SALARIES/WAGES-REGUL	\$734,065.00	\$734,065.00	\$0.00	\$69,462.09	\$38,857.52	\$664,602.91	9
10-4310-122 SALARIES/WAGES-OVERT	\$5,000.00	\$5,000.00	\$0.00	\$1,120.16	\$724.27	\$3,879.84	22
10-4310-126 PART-TIME/TEMPORARY	\$4,385.00	\$4,385.00	\$0.00	\$464.00	\$464.00	\$3,921.00	11
10-4310-127 SALARIES/WAGES-BONUS	\$12,800.00	\$12,800.00	\$0.00	\$0.00	\$0.00	\$12,800.00	0
10-4310-131 SUPPLEMENTAL LAW RET	\$7,135.00	\$7,135.00	\$0.00	\$984.17	\$546.76	\$6,150.83	14
10-4310-133 LAW ENF.OFFICERS-401	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4310-181 FICA	\$54,298.00	\$54,298.00	\$0.00	\$5,301.67	\$2,983.89	\$48,996.33	10
10-4310-182 RETIREMENT	\$90,729.00	\$90,729.00	\$0.00	\$8,925.20	\$5,112.13	\$81,803.80	10
10-4310-183 GROUP INSURANCE	\$141,508.00	\$141,508.00	\$0.00	\$19,948.39	\$7,821.88	\$121,559.61	14
10-4310-184 401K CONTRIBUTION	\$34,634.00	\$34,634.00	\$0.00	\$3,492.85	\$1,962.61	\$31,141.15	10
10-4310-185 WORKERS COMPENSATION	\$16,848.00	\$16,848.00	\$0.00	\$15,017.34	\$0.00	\$1,830.66	89
10-4310-193 SERVICES-MEDICAL	\$3,395.00	\$3,395.00	\$0.00	\$400.00	\$400.00	\$2,995.00	12
10-4310-194 CONTRACT SERVICES	\$12,750.00	\$12,750.00	\$4,850.00	\$1,850.00	\$1,850.00	\$6,050.00	15
10-4310-212 UNIFORMS	\$11,400.00	\$12,780.00	\$0.00	\$1,390.64	\$1,390.64	\$11,389.36	11
10-4310-213 SUPPLIES-SAFETY	\$1,900.00	\$1,900.00	\$0.00	\$0.00	\$0.00	\$1,900.00	0
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	\$35,000.00	\$35,000.00	\$14,100.14	\$5,899.86	\$2,869.71	\$15,000.00	17
10-4310-259 OTHER VEHICLE SUPPLI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4310-260 SUPPLIES-OFFICE	\$2,000.00	\$2,000.00	\$0.00	\$51.60	\$51.60	\$1,948.40	3
10-4310-291 SUPPLIES-DATA PROCES	\$12,641.00	\$3,440.00	\$0.00	\$3,439.92	\$3,439.92	\$0.08	100
10-4310-292 SAFETY SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4310-296 SUPPLIES-MEDICAL	\$990.00	\$990.00	\$0.00	\$0.00	\$0.00	\$990.00	0
10-4310-299 SUPPLIES AND MATERIA	\$11,640.00	\$11,640.00	\$343.56	\$0.00	\$0.00	\$11,296.44	0
10-4310-311 TRAVEL	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0
10-4310-321 TELEPHONE AND INTERN	\$16,652.00	\$16,652.00	\$0.00	\$940.13	\$0.00	\$15,711.87	6
10-4310-329 OTHER COMMUNICATION	\$4,000.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	0
10-4310-341 PRINTING	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0
10-4310-352 MAINTENANCE-EQUIPMEN	\$2,500.00	\$2,500.00	\$1,267.89	\$0.00	\$0.00	\$1,232.11	0
10-4310-353 MAINTENANCE-VEHICLES	\$8,000.00	\$8,000.00	\$0.00	\$0.00	\$0.00	\$8,000.00	0
10-4310-370 ADVERTISING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4310-395 TRAINING	\$8,100.00	\$8,100.00	\$0.00	\$0.00	\$0.00	\$8,100.00	0
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	\$5,426.90	\$6,394.42	\$837.45	\$13,126.68	26
10-4310-441 LICENSE FEE	\$3,204.00	\$3,204.00	\$0.00	\$0.00	\$0.00	\$3,204.00	0
10-4310-451 INSURANCE-PROP/GEN/P	\$14,269.00	\$14,269.00	\$0.00	\$14,269.00	\$14,269.00	\$0.00	100
10-4310-452 INSURANCE-VEHICLES	\$14,360.00	\$14,360.00	\$0.00	\$14,360.00	\$14,360.00	\$0.00	100
10-4310-491 DUES AND SUBSCRIPTIO	\$510.00	\$510.00	\$0.00	\$0.00	\$0.00	\$510.00	0
10-4310-499 MISCELLANEOUS	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0
10-4310-540 CO-VEHICLES	\$76,487.00	\$48,811.00	\$15,820.81	\$34,017.00	\$34,017.00	(\$1,026.81)	70
10-4310-550 CAP.OUTLAY-OTHER EQU	\$14,926.00	\$16,168.00	\$0.00	\$16,168.00	\$16,168.00	\$0.00	100
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	\$1,383,674.00	\$1,349,419.00	\$41,809.30	\$223,896.44	\$148,126.38	\$1,083,713.26	20

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	\$197,683.00	\$197,683.00	\$0.00	\$32,668.74	\$17,458.70	\$165,014.26	17
10-4340-122 OVERTIME	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4340-125 SALARIES/WAGES-VOL F	\$0.00	\$0.00	\$0.00	\$1,566.00	\$1,252.80	(\$1,566.00)	0
10-4340-126 PART-TIME/TEMPORARY	\$147,000.00	\$147,000.00	\$0.00	\$15,430.32	\$8,099.70	\$131,569.68	10
10-4340-127 SALARIES/WAGES-BONUS	\$8,800.00	\$8,800.00	\$0.00	\$0.00	\$0.00	\$8,800.00	0
10-4340-180 FIREFIGHTER LIFE INS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4340-181 FICA	\$26,052.00	\$26,052.00	\$0.00	\$3,785.87	\$2,043.56	\$22,266.13	15
10-4340-182 RETIREMENT	\$21,638.00	\$21,638.00	\$0.00	\$3,784.24	\$1,931.39	\$17,853.76	17
10-4340-183 GROUP INSURANCE	\$29,460.00	\$29,460.00	\$0.00	\$5,449.08	\$1,923.12	\$24,010.92	18
10-4340-184 401K CONTRIBUTION	\$9,398.00	\$9,398.00	\$0.00	\$1,263.86	\$689.16	\$8,134.14	13
10-4340-185 WORKERS COMPENSATION	\$11,174.00	\$11,174.00	\$0.00	\$9,958.08	\$0.00	\$1,215.92	89
10-4340-194 CONTRACT SERVICES	\$4,754.00	\$4,754.00	\$0.00	\$0.00	\$0.00	\$4,754.00	0
10-4340-211 JANITORIAL SUPPLIES	\$1,200.00	\$1,200.00	\$329.97	\$0.00	\$0.00	\$870.03	0
10-4340-212 UNIFORMS	\$7,055.00	\$9,655.00	\$3,857.33	\$156.96	\$156.96	\$5,640.71	2
10-4340-213 SUPPLIES-SAFETY	\$22,035.00	\$22,035.00	\$0.00	\$0.00	\$0.00	\$22,035.00	0
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	\$6,000.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00	0
10-4340-251 MOTOR FUEL AND LUBRI	\$8,000.00	\$8,000.00	\$3,978.95	\$2,021.05	\$933.53	\$2,000.00	25
10-4340-259 OTHER VEHICLE SUPPLI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4340-260 SUPPLIES-OFFICE	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0
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	\$0.00	\$0.00	0
10-4340-291 SUPPLIES-DATA PROCES	\$2,075.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0
10-4340-292 SAFETY SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4340-296 SUPPLIES-MEDICAL	\$2,000.00	\$2,000.00	\$1,070.60	\$0.00	\$0.00	\$929.40	0
10-4340-299 SUPPLIES AND MATERIA	\$6,200.00	\$6,200.00	\$1,099.71	\$0.00	\$0.00	\$5,100.29	0
10-4340-311 TRAVEL	\$1,800.00	\$1,800.00	\$369.00	\$0.00	\$0.00	\$1,431.00	0
10-4340-321 TELEPHONE AND INTE	\$8,280.00	\$8,280.00	\$0.00	\$365.56	\$259.44	\$7,914.44	4
10-4340-329 OTHER COMMUNICATION	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0
10-4340-331 UTILITIES	\$8,000.00	\$8,000.00	\$0.00	\$579.56	\$579.56	\$7,420.44	7
10-4340-333 NATURAL GAS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4340-351 MAINTENANCE-BUILDING	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0
10-4340-352 MAINTENANCE-EQUIPMEN	\$4,000.00	\$4,000.00	\$1,565.85	\$0.00	\$0.00	\$2,434.15	0
10-4340-353 MAINTENANCE-VEHICLES	\$18,000.00	\$22,837.00	\$4,858.03	\$490.16	\$0.00	\$17,488.81	2
10-4340-354 MAINTENANCE-GROUNDS	\$500.00	\$11,263.00	\$0.00	\$10,763.00	\$10,763.00	\$500.00	96
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	\$6,800.00	\$6,800.00	\$0.00	\$0.00	\$0.00	\$6,800.00	0
10-4340-396 MEDICAL SERVICES	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0
10-4340-440 MAINTENANCE CONTRACT	\$2,588.00	\$2,588.00	\$0.00	\$224.80	\$116.00	\$2,363.20	9
10-4340-441 LICENSE FEE	\$3,365.00	\$3,365.00	\$0.00	\$3,454.10	\$0.00	(\$89.10)	103
10-4340-451 INSURANCE-PROP/GEN/P	\$5,844.00	\$5,844.00	\$0.00	\$5,844.00	\$5,844.00	\$0.00	100
10-4340-452 INSURANCE - VEHICLES	\$5,503.00	\$5,503.00	\$0.00	\$5,503.00	\$5,503.00	\$0.00	100
10-4340-491 DUES AND SUBSCRIPTIO	\$2,100.00	\$2,100.00	\$0.00	\$0.00	\$0.00	\$2,100.00	0
10-4340-499 MISCELLANEOUS	\$1,000.00	\$1,000.00	\$0.00	\$161.43	\$161.43	\$838.57	16
10-4340-540 CO-VEHICLES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4340-550 CO-EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4340-560 CO-BUILDING AND IMPR	\$245,000.00	\$245,000.00	\$0.00	\$0.00	\$0.00	\$245,000.00	0
10-4340-570 CO-LAND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	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	\$18,250.71	\$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	\$859,055.00	\$876,180.00	\$17,129.44	\$121,720.52	\$75,966.06	\$737,330.04	16

Town of Spencer

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Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
4510-10-STREETS OPERATIONS							
-							
10-4510-121 SALARIES/WAGES-REGUL	\$169,839.00	\$169,839.00	\$0.00	\$15,221.36	\$8,460.83	\$154,617.64	9
10-4510-122 SALARIES/WAGES-OVERT	\$1,500.00	\$1,500.00	\$0.00	\$125.18	\$125.18	\$1,374.82	8
10-4510-126 PART-TIME/TEMPORARY	\$15,112.00	\$15,112.00	\$0.00	\$1,999.77	\$1,133.16	\$13,112.23	13
10-4510-127 SALARIES/WAGES-BONUS	\$3,960.00	\$3,960.00	\$0.00	\$44.43	\$44.43	\$3,915.57	1
10-4510-133 401-K MATCH	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4510-181 FICA	\$13,708.00	\$13,708.00	\$0.00	\$1,214.59	\$681.07	\$12,493.41	9
10-4510-182 RETIREMENT	\$20,076.00	\$20,076.00	\$0.00	\$1,927.34	\$1,045.78	\$18,148.66	10
10-4510-183 GROUP INSURANCE	\$46,119.00	\$46,119.00	\$0.00	\$6,517.84	\$2,237.33	\$39,601.16	14
10-4510-184 401K CONTRIBUTION	\$7,846.00	\$7,846.00	\$0.00	\$618.88	\$343.37	\$7,227.12	8
10-4510-185 WORKERS COMPENSATION	\$8,370.00	\$8,370.00	\$0.00	\$7,461.37	\$0.00	\$908.63	89
10-4510-194 CONTRACTED SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4510-211 JANITORIAL SUPPLIES	\$750.00	\$750.00	\$0.00	\$0.00	\$0.00	\$750.00	0
10-4510-212 UNIFORMS	\$3,750.00	\$3,750.00	\$0.00	\$232.64	\$232.64	\$3,517.36	6
10-4510-213 SUPPLIES-SAFETY	\$2,250.00	\$2,250.00	\$0.00	\$298.05	\$298.05	\$1,951.95	13
10-4510-230 SUPPLIES-EDUCATIONAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4510-240 CONSTRUCT./REPAIR SU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4510-251 MOTOR FUEL AND LUBRI	\$18,000.00	\$18,000.00	\$2,685.96	\$5,028.14	\$4,776.34	\$10,285.90	28
10-4510-252 TIRES & TUBES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4510-253 PARTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4510-259 OTHER VEHICLE SUPPLI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4510-260 SUPPLIES-OFFICE	\$250.00	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0
10-4510-291 SUPPLIES-DATA PROCES	\$1,075.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4510-293 SAFETY SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4510-299 SUPPLIES AND MATERIA	\$5,000.00	\$5,000.00	\$262.00	\$359.00	\$359.00	\$4,379.00	7
10-4510-311 TRAVEL	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0
10-4510-321 TELEPHONE AND INTERN	\$2,172.00	\$2,172.00	\$0.00	\$53.06	\$0.00	\$2,118.94	2
10-4510-329 OTHER COMMUNICATION	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0
10-4510-331 UTILITIES	\$41,500.00	\$41,500.00	\$0.00	\$4,543.27	\$4,009.59	\$36,956.73	11
10-4510-332 FUEL OIL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4510-333 NATURAL GAS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4510-339 OTHER UTILITIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4510-351 MAINTENANCE-BUILDING	\$4,000.00	\$4,000.00	\$1,230.88	\$22.74	\$22.74	\$2,746.38	1
10-4510-352 MAINTENANCE-EQUIPMEN	\$4,000.00	\$4,000.00	\$0.00	\$54.49	\$54.49	\$3,945.51	1
10-4510-353 MAINTENANCE-VEHICLES	\$8,000.00	\$8,000.00	\$0.00	\$212.43	\$212.43	\$7,787.57	3
10-4510-354 MAINTENANCE GROUNDS	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00	100
10-4510-356 MAINTENANCE-STREETS	\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0
10-4510-359 MAINT. & REPAIRS - O	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4510-370 ADVERTISING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4510-395 TRAINING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4510-396 MEDICAL SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4510-397 PAVING SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4510-398 LANDSCAPING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4510-399 OTHER SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4510-439 EQUIPMENT RENTAL	\$250.00	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0
10-4510-440 MAINTENANCE CONTRACT	\$1,000.00	\$1,000.00	\$0.00	\$31.60	\$15.80	\$968.40	3
10-4510-451 INSURANCE-PRO/GEN/PR	\$3,895.00	\$3,895.00	\$0.00	\$3,895.00	\$3,895.00	\$0.00	100
10-4510-452 INSURANCE - VEHICLES	\$2,506.00	\$2,506.00	\$0.00	\$2,506.00	\$2,506.00	\$0.00	100
10-4510-480 INDIRECT COSTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4510-491 DUES & SUBSCRIPTIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4510-499 MISCELLANEOUS	\$1,600.00	\$1,600.00	\$0.00	\$300.00	\$300.00	\$1,300.00	19
10-4510-510 CAP.OUT.-OFFICE FURN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4510-540 CO-VEHICLES	\$36,169.00	\$32,667.00	\$32,667.00	\$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
10-4510-550 CAP.OUTLAY-OTHER EQU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4510-580 CO-INFRASTRUCTURE	\$120,000.00	\$120,000.00	\$12,000.00	\$0.00	\$0.00	\$108,000.00	0
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	\$546,397.00	\$541,820.00	\$48,845.84	\$53,667.18	\$31,753.23	\$439,306.98	19

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	\$204,417.00	\$204,417.00	\$0.00	\$26,379.51	\$14,502.68	\$178,037.49	13
10-4710-122 SALARIES/WAGES-OVERT	\$1,500.00	\$1,500.00	\$0.00	\$39.33	\$35.54	\$1,460.67	3
10-4710-127 SALARIES/WAGES-BONUS	\$4,360.00	\$4,360.00	\$0.00	\$0.00	\$0.00	\$4,360.00	0
10-4710-133 401-K MATCH	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4710-181 FICA	\$15,151.00	\$15,151.00	\$0.00	\$1,849.46	\$1,018.37	\$13,301.54	12
10-4710-182 RETIREMENT	\$24,123.00	\$24,123.00	\$0.00	\$3,337.92	\$1,782.90	\$20,785.08	14
10-4710-183 GROUP INSURANCE	\$54,667.00	\$54,667.00	\$0.00	\$10,911.80	\$2,419.28	\$43,755.20	20
10-4710-184 401K CONTRIBUTION	\$6,639.00	\$6,639.00	\$0.00	\$695.89	\$385.43	\$5,943.11	10
10-4710-185 WORKERS COMPENSATION	\$9,230.00	\$9,230.00	\$0.00	\$8,226.43	\$0.00	\$1,003.57	89
10-4710-193 SERVICES-MEDICAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4710-194 CONTRACT SERVICES	\$16,832.00	\$16,832.00	\$0.00	\$0.00	\$0.00	\$16,832.00	0
10-4710-211 JANITORIAL SUPPLIES	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0
10-4710-212 UNIFORMS	\$2,750.00	\$2,750.00	\$0.00	\$308.40	\$308.40	\$2,441.60	11
10-4710-213 SAFETY SUPPLIES	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	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	\$14,000.00	\$14,000.00	\$737.97	\$3,352.09	\$3,184.23	\$9,909.94	24
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	\$11,650.00	\$11,650.00	\$11,275.00	\$0.00	\$0.00	\$375.00	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	\$1,292.00	\$1,292.00	\$0.00	\$152.74	\$55.38	\$1,139.26	12
10-4710-329 OTHER COMMUNICATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4710-352 MAINTENANCE-EQUIPMEN	\$3,950.00	\$3,950.00	\$437.82	\$0.00	\$0.00	\$3,512.18	0
10-4710-353 MAINTENANCE-VEHILCES	\$5,000.00	\$5,000.00	\$1,013.64	\$0.00	\$0.00	\$3,986.36	0
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	\$55,000.00	\$55,000.00	\$0.00	\$4,810.70	\$4,453.56	\$50,189.30	9
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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4710-440 MAINTENANCE CONTRACT	\$168.00	\$168.00	\$0.00	\$31.60	\$15.80	\$136.40	19
10-4710-451 INSURANCE-PROP/GEN/P	\$2,935.00	\$2,935.00	\$0.00	\$2,935.00	\$2,935.00	\$0.00	100
10-4710-452 INSURANCE-VEHICLES	\$3,474.00	\$3,474.00	\$0.00	\$3,474.00	\$3,474.00	\$0.00	100
10-4710-499 MISCELLANEOUS	\$325.00	\$325.00	\$0.00	\$0.00	\$0.00	\$325.00	0
10-4710-540 CAP OUT-MOTOR VEH	\$355,000.00	\$355,000.00	\$0.00	\$0.00	\$0.00	\$355,000.00	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	\$2,480.82	\$1,240.41	\$12,404.18	17
10-4710-760 LEASE PAYMENTS-VEHIC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$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	\$809,948.00	\$809,948.00	\$13,464.43	\$68,985.69	\$35,810.98	\$727,497.88	10

Town of Spencer

Fiscal Period - FY 2022-23 Date Range - 2022-07-01 - 2022-08-31

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	\$16,043.00	\$16,043.00	\$0.00	\$1,984.28	\$1,108.08	\$14,058.72	12
10-6110-127 SALARIES/WAGES-BONUS	\$400.00	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00	0
10-6110-181 FICA	\$1,167.00	\$1,167.00	\$0.00	\$151.79	\$84.76	\$1,015.21	13
10-6110-194 CONTRACT SERVICES	\$1,700.00	\$1,700.00	\$0.00	\$0.00	\$0.00	\$1,700.00	0
10-6110-260 SUPPLIES-OFFICE	\$600.00	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00	0
10-6110-291 SUPPLIES-DATA PROCES	\$1,075.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6110-293 SAFETY SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6110-299 SUPPLIES	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0
10-6110-311 TRAVEL	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0
10-6110-321 TELEPHONE AND INTERN	\$2,249.00	\$2,249.00	\$0.00	\$0.00	\$0.00	\$2,249.00	0
10-6110-331 UTILITIES	\$8,448.00	\$8,448.00	\$0.00	\$208.10	\$208.10	\$8,239.90	2
10-6110-333 NATURAL GAS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6110-351 MAINTENANCE-BUILDING	\$53,000.00	\$79,900.00	\$26,900.00	\$170.00	\$170.00	\$52,830.00	0
10-6110-370 ADVERTISING	\$400.00	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00	0
10-6110-395 TRAINING	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0
10-6110-440 MAINTENANCE CONTRACT	\$1,300.00	\$1,300.00	\$0.00	\$374.40	\$337.20	\$925.60	29
10-6110-451 INSURANCE-PRO/GEN/PR	\$320.00	\$320.00	\$0.00	\$320.00	\$320.00	\$0.00	100
10-6110-491 DUES & SUBSCRIPTIONS	\$260.00	\$260.00	\$0.00	\$0.00	\$0.00	\$260.00	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	\$89,262.00	\$115,087.00	\$26,900.00	\$3,208.57	\$2,228.14	\$84,978.43	26

Town of Spencer

Fiscal Period - FY 2022-23 Date Range - 2022-07-01 - 2022-08-31

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	\$0.00	\$0.00	\$0.00	\$750.00	0
10-6120-331 UTILITIES	\$2,500.00	\$2,500.00	\$0.00	\$249.71	\$144.82	\$2,250.29	10
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	\$11,100.00	\$11,100.00	\$0.00	\$0.00	\$0.00	\$11,100.00	0
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	\$290.00	\$290.00	\$0.00	\$290.00	\$290.00	\$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	\$0.00	\$0.00	\$6,000.00	0
10-6120-800 DEPRECIATION EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6120-850 TRANSFER TO DOWNTOWN	\$71,000.00	\$71,000.00	\$0.00	\$0.00	\$0.00	\$71,000.00	0
6120-10-RECREATION	\$91,640.00	\$91,640.00	\$0.00	\$539.71	\$434.82	\$91,100.29	1

Town of Spencer

Fiscal Period - FY 2022-23 Date Range - 2022-07-01 - 2022-08-31

Account		Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 10-GENERAL FUND								
	FundRevTot	\$4,874,339.00	\$5,058,744.00	\$0.00	\$708,315.92	\$701,591.54	\$4,354,040.74	14
	FundExpTot	\$4,874,339.00	\$5,058,744.00	\$246,669.31	\$600,086.21	\$355,822.68	\$4,211,988.48	17
Grand Totals:								
	TotalRev	\$4,874,339.00	\$5,058,744.00	\$0.00	\$708,315.92	\$701,591.54	\$4,354,040.74	14
	TotalExp	\$4,874,339.00	\$5,058,744.00	\$246,669.31	\$600,086.21	\$355,822.68	\$4,211,988.48	17

Town of Spencer

Fiscal Period - FY 2022-23 Date Range - 2022-07-01 - 2022-08-31

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 20-POWELL BILL							
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	\$110,000.00	\$110,000.00	\$0.00	\$0.00	\$0.00	\$110,000.00	0
20-3831-000 INVESTMENT EARNINGS	\$200.00	\$200.00	\$0.00	\$903.92	\$528.95	\$703.92	452
20-3839-000 MISCELLANEOUS REVENU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
20-3991-000 APPROPRIATED FUND BA	\$59,362.00	\$59,362.00	\$0.00	\$0.00	\$0.00	\$59,362.00	0
0000-20-Revs	\$169,562.00	\$169,562.00	\$0.00	\$903.92	\$528.95	\$170,065.92	1
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	\$10,826.00	\$10,826.00	\$0.00	\$1,489.58	\$832.18	\$9,336.42	14
20-4510-127 SALARIES/WAGES-BONUS	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0
20-4510-181 FICA	\$772.00	\$772.00	\$0.00	\$113.95	\$63.66	\$658.05	15
20-4510-182 RETIREMENT	\$1,230.00	\$1,230.00	\$0.00	\$187.09	\$101.36	\$1,042.91	15
20-4510-183 GROUP INSURANCE	\$2,129.00	\$2,129.00	\$0.00	\$319.38	\$14.82	\$1,809.62	15
20-4510-184 401K CONTRIBUTION	\$505.00	\$505.00	\$0.00	\$74.47	\$41.60	\$430.53	15
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	\$0.00	\$0.00	\$12,000.00	0
20-4510-356 MAINTENANCE-STREETS	\$16,000.00	\$16,000.00	\$0.00	\$0.00	\$0.00	\$16,000.00	0
20-4510-540 CAP OUTLAY - VEHICLE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
20-4510-580 CO-INFRASTRUCTURE	\$120,000.00	\$120,000.00	\$0.00	\$0.00	\$0.00	\$120,000.00	0
4510-20-STREETS OPERATIONS	\$169,562.00	\$169,562.00	\$0.00	\$2,184.47	\$1,053.62	\$167,377.53	1
Reporting Fund: 20-POWELL BILL							
FundRevTot	\$169,562.00	\$169,562.00	\$0.00	\$903.92	\$528.95	\$170,065.92	1
FundExpTot	\$169,562.00	\$169,562.00	\$0.00	\$2,184.47	\$1,053.62	\$167,377.53	1

Town of Spencer

Fiscal Period - FY 2022-23 Date Range - 2022-07-01 - 2022-08-31

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 30-CAPITAL RESERVE AND REPLACEMENT FUND							
0000-30-Revs							
-							
30-3984-010 GENERAL FUND CONTRIB	\$0.00	\$196,673.00	\$0.00	\$0.00	\$0.00	\$196,673.00	0
0000-30-Revs	\$0.00	\$196,673.00	\$0.00	\$0.00	\$0.00	\$196,673.00	0
4110-30-GOVERNING BODY							
-							
30-4110-570 CO - LAND	\$0.00	\$50,000.00	\$0.00	\$5,750.00	\$0.00	\$44,250.00	12
30-4110-999 CONTINGENCY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
4110-30-GOVERNING BODY	\$0.00	\$50,000.00	\$0.00	\$5,750.00	\$0.00	\$44,250.00	12
4130-30-ADMINISTRATION							
-							
30-4130-291 SUPPLIES - DATA PROC	\$0.00	\$3,225.00	\$0.00	\$0.00	\$0.00	\$3,225.00	0
4130-30-ADMINISTRATION	\$0.00	\$3,225.00	\$0.00	\$0.00	\$0.00	\$3,225.00	0
4310-30-POLICE OPERATIONS							
-							
30-4310-291 SUPPLIES - DATA PROC	\$0.00	\$12,641.00	\$0.00	\$0.00	\$0.00	\$12,641.00	0
30-4310-540 CO - VEHICLES	\$0.00	\$76,487.00	\$2,053.02	\$68,034.00	\$68,034.00	\$6,399.98	89
30-4310-550 CO - OTHER EQUIP	\$0.00	\$14,926.00	\$0.00	\$0.00	\$0.00	\$14,926.00	0
4310-30-POLICE OPERATIONS	\$0.00	\$104,054.00	\$2,053.02	\$68,034.00	\$68,034.00	\$33,966.98	67
4340-30-FIRE OPERATIONS							
-							
30-4340-291 SUPPLIES - DATA PROC	\$0.00	\$1,075.00	\$0.00	\$0.00	\$0.00	\$1,075.00	0
4340-30-FIRE OPERATIONS	\$0.00	\$1,075.00	\$0.00	\$0.00	\$0.00	\$1,075.00	0
4510-30-STREETS OPERATIONS							
-							
30-4510-291 SUPPLIES - DATA PROC	\$0.00	\$1,075.00	\$0.00	\$0.00	\$0.00	\$1,075.00	0
30-4510-540 CO - VEHICLES	\$0.00	\$36,169.00	\$0.00	\$0.00	\$0.00	\$36,169.00	0
4510-30-STREETS OPERATIONS	\$0.00	\$37,244.00	\$0.00	\$0.00	\$0.00	\$37,244.00	0
6110-30-LIBRARY							
-							
30-6110-291 SUPPLIES - DATA PROC	\$0.00	\$1,075.00	\$0.00	\$0.00	\$0.00	\$1,075.00	0
6110-30-LIBRARY	\$0.00	\$1,075.00	\$0.00	\$0.00	\$0.00	\$1,075.00	0
Reporting Fund: 30-CAPITAL RESERVE AND REPLACEMENT FUND							
FundRevTot	\$0.00	\$196,673.00	\$0.00	\$0.00	\$0.00	\$196,673.00	0
FundExpTot	\$0.00	\$196,673.00	\$2,053.02	\$73,784.00	\$68,034.00	\$120,835.98	39

Town of Spencer

Fiscal Period - FY 2022-23 Date Range - 2022-07-01 - 2022-08-31

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	\$15,000.00	\$15,000.00	\$15,000.00	0
0000-70-Revs	\$0.00	\$0.00	\$0.00	\$15,000.00	\$15,000.00	\$15,000.00	0
4130-70-ADMINISTRATION							
-							
70-4130-187 INSURANCE REIMBURSEM	\$0.00	\$0.00	\$0.00	\$14,998.27	\$14,724.51	(\$14,998.27)	0
4130-70-ADMINISTRATION	\$0.00	\$0.00	\$0.00	\$14,998.27	\$14,724.51	(\$14,998.27)	0
Reporting Fund: 70-HEALTH INSURANCE REIMBURSEMENT							
FundRevTot	\$0.00	\$0.00	\$0.00	\$15,000.00	\$15,000.00	\$15,000.00	0
FundExpTot	\$0.00	\$0.00	\$0.00	\$14,998.27	\$14,724.51	(\$14,998.27)	0
Grand Totals:							
TotalRev	\$169,562.00	\$366,235.00	\$0.00	\$15,903.92	\$15,528.95	\$381,738.92	4
TotalExp	\$169,562.00	\$366,235.00	\$2,053.02	\$90,966.74	\$83,812.13	\$273,215.24	25

Town of Spencer

Fiscal Period - Park Plaza Municipal Project Date Range - 2020-12-01 - 2022-08-31

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	\$236.04	\$15.74	\$236.04	0
80-3839-000 MISCELLANEOUS INCOME	\$0.00	\$0.00	\$0.00	\$15,397.13	\$0.00	\$15,397.13	0
80-3894-010 CANNON FOUNDATION GR	\$222,974.00	\$75,000.00	\$0.00	\$75,000.00	\$0.00	\$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	\$0.00	\$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	\$5,895,111.17	\$15.74	\$21,533.17	100
4200-80-PARK PLAZA							
-							
80-4200-192 PROFESSIONAL SERV-LE	\$20,000.00	\$20,000.00	\$0.00	\$14,809.37	\$0.00	\$5,190.63	74
80-4200-193 ADMINISTRATIVE SERVI	\$10,000.00	\$7,900.00	\$0.00	\$4,250.87	\$0.00	\$3,649.13	54
80-4200-555 FURNISHINGS AND EQUI	\$274,900.00	\$274,900.00	\$3.20	\$280,925.55	\$38,293.58	(\$6,028.75)	102
80-4200-580 CAPITAL OUTLAY-BLDG,	\$2,526,489.00	\$2,636,361.00	\$30,199.00	\$2,606,161.72	\$220,480.75	\$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	\$0.00	(\$0.75)	100
80-4200-710 PRINCIPAL PAYMENT	\$0.00	\$2,826,202.00	\$0.00	\$2,826,202.00	\$0.00	\$0.00	100
80-4200-780 INTEREST	\$50,657.00	\$56,823.00	\$0.00	\$56,943.26	\$0.00	(\$120.26)	100
80-4200-999 CONTINGENCY	\$140,000.00	\$18,590.00	\$0.00	\$15,080.85	\$0.00	\$3,509.15	81
4200-80-PARK PLAZA	\$3,049,176.00	\$5,885,378.00	\$30,202.20	\$5,848,976.31	\$261,055.74	\$6,199.49	100
Reporting Fund: 80-PARK PLAZA MUNICIPAL COMPLEX PROECT							
FundRevTot	\$3,049,176.00	\$5,885,378.00	\$0.00	\$5,895,111.17	\$15.74	\$21,533.17	100
FundExpTot	\$3,049,176.00	\$5,885,378.00	\$30,202.20	\$5,848,976.31	\$261,055.74	\$6,199.49	100
Grand Totals:							
TotalRev	\$3,049,176.00	\$5,885,378.00	\$0.00	\$5,895,111.17	\$15.74	\$21,533.17	100
TotalExp	\$3,049,176.00	\$5,885,378.00	\$30,202.20	\$5,848,976.31	\$261,055.74	\$6,199.49	100

Town of Spencer

Fiscal Period - YADKIN RIVER TRAILHEAD Date Range - 2020-07-01 - 2022-08-31

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	\$420,659.00	\$0.00	\$331,974.40	\$250,100.00	\$88,684.60	79
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	\$534,917.00	\$0.00	\$446,232.40	\$250,100.00	\$88,684.60	83
4130-90-ADMINISTRATION							
-							
90-4130-370 ADVERTISING	\$0.00	\$0.00	\$0.00	\$156.35	\$156.35	(\$156.35)	0
4130-90-ADMINISTRATION	\$0.00	\$0.00	\$0.00	\$156.35	\$156.35	(\$156.35)	0
4910-90-LAND MANAGEMENT							
-							
90-4910-194 CONTRACT SERVICES	\$4,800.00	\$57,050.00	\$19,228.07	\$37,821.93	\$7,731.43	\$0.00	66
90-4910-580 CO-INFRASTRUCTURE	\$130,017.00	\$477,867.00	\$0.00	\$1,643.75	\$0.00	\$476,223.25	0
4910-90-LAND MANAGEMENT	\$134,817.00	\$534,917.00	\$19,228.07	\$39,465.68	\$7,731.43	\$476,223.25	11
Reporting Fund: 90-YADKIN RIVER TRAIL							
FundRevTot	\$134,817.00	\$534,917.00	\$0.00	\$446,232.40	\$250,100.00	\$88,684.60	83
FundExpTot	\$134,817.00	\$534,917.00	\$19,228.07	\$39,622.03	\$7,887.78	\$476,066.90	11
Grand Totals:							
TotalRev	\$134,817.00	\$534,917.00	\$0.00	\$446,232.40	\$250,100.00	\$88,684.60	83
TotalExp	\$134,817.00	\$534,917.00	\$19,228.07	\$39,622.03	\$7,887.78	\$476,066.90	11

Town of Spencer

Fiscal Period - CORONAVIRUS ARPA GRANT PROJECT Date Range - 2021-07-01 - 2022-08-31

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	\$1,037,996.78	\$518,998.78	\$0.22	100
0000-91-Revs	\$1,037,997.00	\$1,037,997.00	\$0.00	\$1,037,996.78	\$518,998.78	\$0.22	100
4210-91-CORONAVIRUS ARPA							
-							
91-4210-121 SALARIES/WAGES-REGUL	\$0.00	\$451,997.00	\$0.00	\$0.00	\$0.00	\$451,997.00	0
91-4210-580 CO-INFRASTRUCTURE-CS	\$1,037,997.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
91-4210-910 TRANSFER TO GENERAL	\$0.00	\$586,000.00	\$0.00	\$0.00	\$0.00	\$586,000.00	0
4210-91-CORONAVIRUS ARPA	\$1,037,997.00	\$1,037,997.00	\$0.00	\$0.00	\$0.00	\$1,037,997.00	0
Reporting Fund: 91-CORONAVIRUS ARPA GRANT PROJECT							
FundRevTot	\$1,037,997.00	\$1,037,997.00	\$0.00	\$1,037,996.78	\$518,998.78	\$0.22	100
FundExpTot	\$1,037,997.00	\$1,037,997.00	\$0.00	\$0.00	\$0.00	\$1,037,997.00	0
Grand Totals:							
TotalRev	\$1,037,997.00	\$1,037,997.00	\$0.00	\$1,037,996.78	\$518,998.78	\$0.22	100
TotalExp	\$1,037,997.00	\$1,037,997.00	\$0.00	\$0.00	\$0.00	\$1,037,997.00	0

Town of Spencer

Fiscal Period - DOWNTOWN PARK PROJECT Date Range - 2021-07-01 - 2022-08-31

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 92-DOWNTOWN PARK PROJECT							
0000-92-Revs							
-							
92-3985-002 OTHER GRANTS	\$0.00	\$900,000.00	\$0.00	\$0.00	\$0.00	\$900,000.00	0
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	\$1,000,000.00	\$0.00	\$100,000.00	\$0.00	\$900,000.00	10
6120-92-RECREATION							
-							
92-6120-580 CO-INFRASTRUCTURE	\$100,000.00	\$1,000,000.00	\$8,700.00	\$60,875.00	\$0.00	\$930,425.00	6
6120-92-RECREATION	\$100,000.00	\$1,000,000.00	\$8,700.00	\$60,875.00	\$0.00	\$930,425.00	7
Reporting Fund: 92-DOWNTOWN PARK PROJECT							
FundRevTot	\$100,000.00	\$1,000,000.00	\$0.00	\$100,000.00	\$0.00	\$900,000.00	10
FundExpTot	\$100,000.00	\$1,000,000.00	\$8,700.00	\$60,875.00	\$0.00	\$930,425.00	7
Grand Totals:							
TotalRev	\$100,000.00	\$1,000,000.00	\$0.00	\$100,000.00	\$0.00	\$900,000.00	10
TotalExp	\$100,000.00	\$1,000,000.00	\$8,700.00	\$60,875.00	\$0.00	\$930,425.00	7

August Report for Spencer Public Library

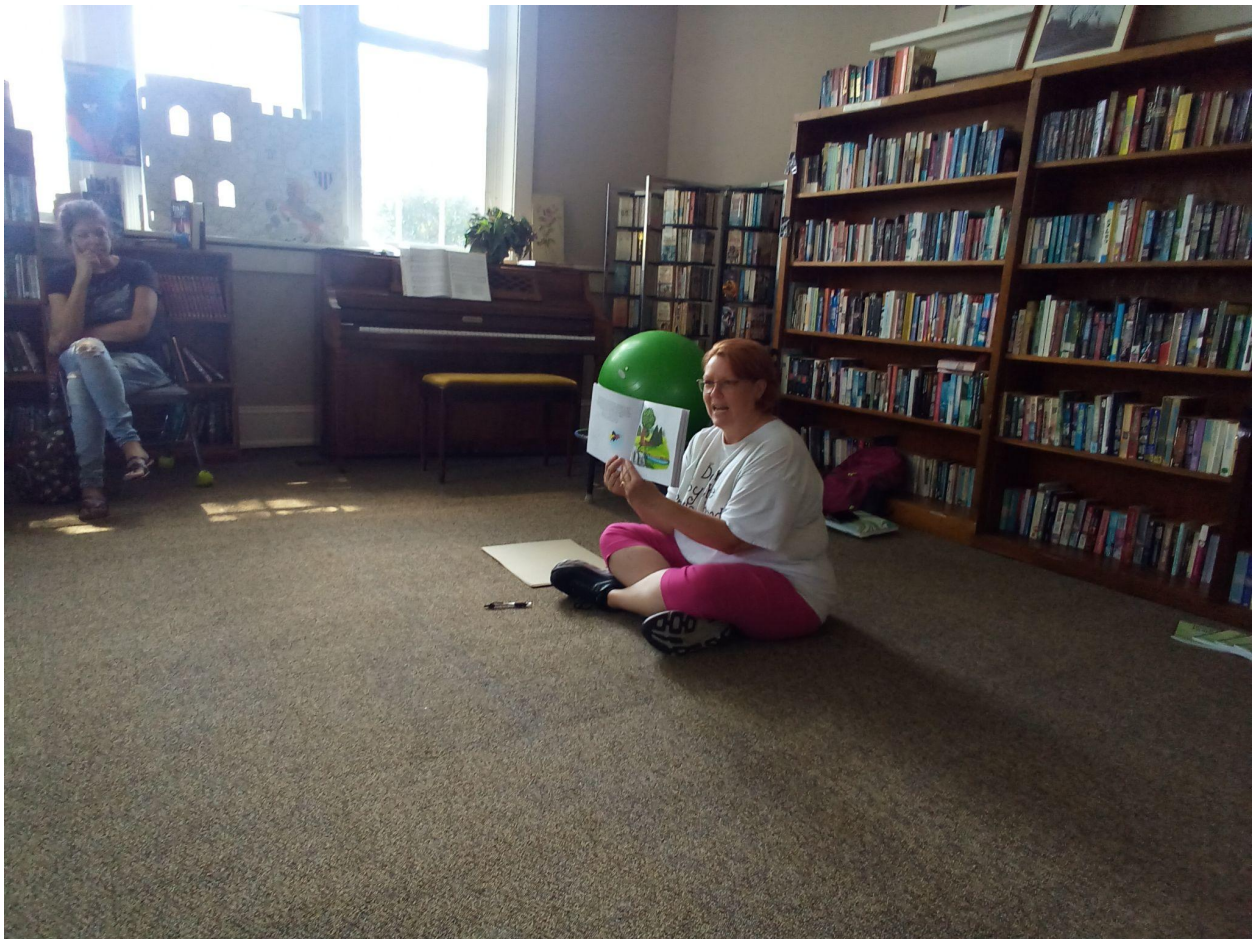


The first Tuesday in August finished the Summer Reading Program for this year. Sherry Kepley, local children's author, read charming tales of frogs, otters, whooping cranes and turtles from her book **Down by the Praise Pond**. Afterwards, the children decorated turtles with patriotic colors and symbols. Two copies of this book are available in the library.

Plans for many exciting programs from now through March are being scheduled for adults, school groups, nursing home residents and special needs students. September 13th will be attended by residents of the Compass Nursing Home and SOAR students from Rowan-Cabarrus as they listen to a local artist share her love of art and music. A future event is being created for a partnership with three Communities in Schools' representatives on a Tuesday in October, yet to be confirmed. We plan to call this event **Winter Wishes** as we invite the community to come and donate a warm hat or set of mittens or a solid color sweater. These will be given to the CIS leaders at each local school. During the entire month of October, citizens may bring clean, gently used and new winter items for the children of North, Hanford-Dole and North Middle School. November will be our **Native American Heritage** month and two special guests will be

presenting a program on the Navajo code-talkers and the **Trail of Tears** of the Cherokee tribes. A local private school will be bringing a group of middle-schoolers, but any resident of Spencer is welcome as long as we have enough seating room. The library is decorated with a Back to School and Fall decor. In November, Native American doll scenes will be on display.

Please check out our new online catalog. This is the website **librarycat.org/lib/bevmccraw**. When you arrive at this page, you will see a picture of the library and our hours. In the search bar, type in an author or a title and the page will show you all of the books which we have by that particular author. The newest books which have been added to our catalog will be the book covers which scroll from left to right. Any Board Member who would like to be shown how this catalog can be used for the patron or by the librarian to track check-outs and patron information are welcome to come by during our operating hours and learn more about how to use this new addition to our library services. New books are expected soon for adults and children.



704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date: 9/13/2022

(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: September 2, 2022
Re: September 2022 Town Manager Report

RFQ for on-call design/architectural services

The Town received nine responses to our RFQ for architectural design, civil engineering, and transportation engineering firm, or firms, for a broad range of public facility and infrastructure improvements. We are in the process of reviewing the qualification statements and will award on-call contracts with architects, landscape architects, and engineers to support the town with General Engineering, Transportation Engineering, General Architecture, Landscape Architecture, and Funding Assistance services. The selected firms will coordinate with town staff, as needed, to provide analysis, design, and expertise to implement a variety of public projects for the Town of Spencer. The “on call” contracts will be for three years, with the option of extending agreements annually for an additional two years for a total contract term of up to five (5) years. No work is guaranteed under any contract with work assigned on an as-needed basis to be determined by the Town.

Fire Station expansion project delivery method

Staff met in September with the City of Concord’s Fire Chief and City Engineer to discuss station construction project delivery methods. Before we can issue an RFQ to design the Fire Station addition, we need to decide whether the project will be a traditional design-bid-build, a construction manager at risk, or a design-build project. The Concord staff spoke very favorably of the relatively new design-build method, in which the Owner selects a contractor/designer team based on qualifications, agrees on a maximum price, and then the project proceeds with the designer and contractor working hand in hand. Some information follows this report provided by Concord that outlines what they have put in place to use this delivery method and comply with General Statutes. Staff believes this would be a good process because of the time savings that are possible without sacrificing quality. If the Board is agreeable to this concept, we will establish similar criteria and proceed to the step of updating the 2015 facility needs assessment to ensure that our project scope meets current and future needs, and that we have a correct cost estimate for the project. Taking the time for these steps will ensure we can proceed seamlessly with the process.

We will continue evaluating this and will bring a recommendation for your consideration as soon as possible. Chief Lanning was also able to have helpful conversations with Concord’s Chief regarding their Fire Engine build process and we believe there is a good option for us to “piggyback” off a Concord truck to help get our process started. Of course both of these projects have funding questions that we will need to answer as we proceed, but we have the ability to establish project ordinances for both and establishing debt proceeds as a revenue source.

Criteria Used for determining the circumstances under which the design-build method is appropriate for a City of Concord project.

In compliance with NCGS 143-128.1A, the following criteria will be used to determine if the design-build delivery method is an appropriate choice over other project delivery methods.

1. Project requirements should be adequately and thoroughly defined. Design-build delivery method may be used if all major work task are identifiable. Engineering, Sponsor Department, and Legal professional personnel should review project requirements to determine if this criteria is met and should review and approve the language prior to issuance of RFQ if the design-build delivery method is approved.
2. Time constraints for the project should be identified. A project schedule should be created and the design-build delivery method may be used if it is likely to ensure completion prior to deadline or completion prior to the traditional design, bid, build method.
3. The professional City staff that would serve on the RFQ review committee should be identified. The criteria to be considered for selection and weighting of the qualifications criteria should be identified as well and the design-build method may be used if shown that staff has the ability to ensure that a quality project can be delivered.
4. The professional City staff that would oversee the project should be identified and roles defined along with availability. The design-build method may be used if shown that the staff identified have the capability to manage and oversee the project.
5. The design-build delivery method may be used if requirements will be imposed which ensure compliance with GS 143-128.2, GS 143-128.4, and requirements to recruit and select small business entities.
6. A list of the advantages and disadvantages of using the design-build delivery method should be compiled comparing to other project delivery methods such as construction manager at risk, design-build bridging, and public-private partnership. The design-build delivery method may be used if after review it is expected that the design-build delivery method will meet the operational goals and achieve a quality product with the expected expense to be no more than ten percent greater than the expected expense of a traditional RFQ, study, design, bid and construct project.

The above items should be submitted to the Assistant City Managers and Finance Director for review and recommendation to the City Manager.

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