



Board of Aldermen Pre-Agenda Meeting
Agenda Packet
May 4, 2023





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

DATE
May 4, 2023

- 1. CALL TO ORDER – Mayor Jonathan Williams**
- 2. INVOCATION & PLEDGE OF ALLEGIANCE**
- 3. PUBLIC HEARING – Ordinance 23-10 for Burial on Private Property Text Amendment**
- 4. PUBLIC HEARING – Ordinance 23-11 for ETJ Board Membership Text Amendment**
- 5. CONSIDERATION of Property Liens**
 - a. 204 S. Iredell Ave., Spencer, NC
 - b. 216 N. Rowan Ave., Spencer, NC
 - c. 610 S. Yadkin Ave., Spencer, NC
- 6. REVIEW OF MAY 9, 2023, AGENDA**
 - 1. CALL TO ORDER – Mayor Jonathan Williams**
 - 2. INVOCATION & PLEDGE OF ALLEGIANCE**
 - 3. APPROVAL OF MINUTES:** *April 6, 2023, Pre-Agenda Meeting Minutes*
April 11, 2023, Regular Meeting Minutes
April 25, 2023, Called Meeting Minutes
 - 4. ADDITIONS/DELETIONS AND ADOPTION OF AGENDA**
 - 5. RECOGNITIONS**
 - a. *Mayor Pro Tempore Secreast: Students of the 3rd Quarter*
 - i. *North Rowan Elementary School: Ava Tyler*
 - ii. *North Rowan Middle School: Rogelio Salinas*
 - iii. *North Rowan High School: Zoey Rutherford*
 - 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. The items listed are believed to be non-controversial and administrative in nature. There will be no separate discussion of the items unless an Alderman or a citizen requests 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.*
 - 8. CONSIDER ADOPTING – Resolution 23-11 for Naming the Spencer Town Hall Board Room the Hilda B. Palmer Board Room**

9. ***PRESENTATION –Town Manager’s Recommended FY24 Budget***
10. ***CONSIDER ADOPTING – Ordinance 23-10 for Burial on Private Property Text Amendment***
11. ***CONSIDER ADOPTING – Ordinance 23-11 for ETJ Board Membership Text Amendment***
12. ***CONSIDER AUTHORIZING MAYOR – Interlocal Government Agreement for the Yadkin River Business and Recreational Park Master Plan Grant***
13. ***DEPARTMENTAL REPORTS***
 - a. *Planning*
 - b. *Code Enforcement*
 - c. *Police*
 - d. *Fire*
 - e. *Public Works*
 - f. *Finance*
 - g. *Library*
14. ***TOWN MANAGER REPORT***
15. ***REQUESTS & COMMENTS by the Mayor and Board Members***
16. ***EXECUTIVE SESSION per NC General Statute 143-318.11*** (if needed)
17. ***ADJOURNMENT***
7. **EXECUTIVE SESSION per NC General Statute 143-318.11** (if needed)
8. **ADJOURNMENT**

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date:
May 4, 2023 Pre-agenda Meeting

Issue under Consideration:	Burial on Private Property Text Amendment
Current Status:	Burial of human remains is allowed on almost any property in Spencer.
Points to Consider:	Allowed by NCGS unless controlled by local ordinance.
Financial Impact:	none
Options:	Approve, disapprove, or modify
Recommendations:	Motion to hold public hearing
Department:	Planning



MEMO

Date: 4.19.23

By: Steve Blount

RE: Private Property Burials

Narrative:

NC General Statutes regulate cemeteries and crematoriums but still allows burials on private property almost anywhere as long as those burials meet some minimum health department regulations meant to protect water supplies. In days past, burials on private property in the “family graveyard” was the accepted norm but as homes were built on smaller lots and municipalities grew more densely populated, most burials were moved to church or commercial cemeteries.

Chapter 160D of the NC general statutes authorizes municipalities to regulate land uses through zoning. Control of land use is meant to, “...*promote the health, safety, morals, or general welfare of the community. The regulations shall be made with reasonable consideration, among other things, as to the character of the district and its peculiar suitability for particular uses and with a view to conserving the value of buildings and encouraging the most appropriate use of land throughout the local government's planning and development regulation jurisdiction.*”

While living next to a grave site may be acceptable to some, it is generally accepted that bodies of the deceased should be professionally interred in a church, municipal or commercial graveyard. Without a local ordinance regulating this use, however, almost any backyard in Spencer could be used to bury someone. To avoid this problem, staff suggests the Town adopt the following text amendment, adding Section 2.24 to the Town’s Development ordinance:

Section 2.24

No person may bury or cause to be buried the body of any deceased person within the town limits of Spencer in any place other than a church cemetery, a cemetery operated by a governmental entity, or a private cemetery licensed or specifically exempted from licensing according to the North Carolina Cemetery Act, G.S. Ch. 65, art. 9.

Family cemeteries established before adoption of the ordinance from which this section is derived may continue to be used for burials if done in accordance with NCGS and Rowan County Health Department regulations. No new family cemeteries shall be established after the adoption date of the ordinance from which this section is derived.

Ashes from the cremated remains of bodies may be disposed of per G.S. 90-210.130. Specifically, cremated remains may be scattered on private property with written permission of the property owner.

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AGENDA ITEM

Board Meeting Date:
May 4, 2023 Pre-agenda Meeting

Issue under Consideration:	ETJ Board Membership Text Amendment
Current Status:	Must reside in ETJ to serve as ETJ member of Planning Board and Board of Adjustment
Points to Consider:	Unable to fill slots. Allowed per 160D
Financial Impact:	none
Options:	Approve, disapprove, or modify
Recommendations:	Motion to hold public hearing
Department:	Planning

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

MEMO

Date: 4.19.23

By: Steve Blount

RE: ETJ Membership on Planning Board and Board of Adjustment

Narrative:

NCGS 160D regulates the establishment of the Planning Board and Board of Adjustment. 160D-301(a)(1) leaves it to the Board of Aldermen to establish a board of, "...of any size or composition deemed appropriate, organized in any manner deemed appropriate". 160D-307(a), however, requires proportional representation from a municipality's extraterritorial jurisdiction (ETJ) on these appointed boards. Our establishment ordinance found in Section 4.2-2 of our Development Ordinance establishes a seven-member board with two members residing in the ETJ.

Unfortunately, the Town has been unable to locate individuals living in the ETJ who are willing to serve on the Planning Board. In addition to notices of vacancies being posted on our website and the town's newsletter, staff and officials have made personal contacts trying to find willing ETJ members to no avail. In a recent effort the town sent a postcard to about 200 identified residential structures located in our ETJ but got no response.

In an effort to fill these open positions on our Planning Board, staff would like the Board to consider approval of a text amendment that would allow appointment of persons not living in the ETJ to fill these open positions. It would appear this is allowed by language in 160D-307(b) that says, "If there is an insufficient number of qualified residents of the extraterritorial area to meet membership requirements, the board of county commissioners may appoint as many other residents of the county as necessary to make up the requisite number." It is staff's contention that the Town has made every "good faith" effort that it can to fill these positions with ETJ residents and thus this revision of our ordinance is justified.

Required revisions:

After Section 4.2-3, add the following as 4.2-2(A)

If after a good faith effort, the Town is unable to locate a sufficient number of qualified people living in the town's ETJ, they may recommend for appointment by the County Commission, people living in other parts of Rowan County, including within the municipal limits of the Town of Spencer. The definition of "qualified" in this section shall include the willingness to serve.

After Section 4.3-2, add the following as 4.3-2(C)

If after a good faith effort, the Town is unable to locate a sufficient number of qualified people living in the town's ETJ, they may recommend for appointment by the County Commission, people living in other parts of Rowan County, including within the municipal limits of the Town of Spencer. The definition of "qualified" in this section shall include the willingness to serve.

See pertinent sections of NCGS 160D below:

160D-301(a)(1) says, “A planning board of any size or composition deemed appropriate, organized in any manner deemed appropriate; provided, however, the board shall have at least three members”

160D-307 Extraterritorial representation on boards says,

- (a) Proportional Representation. - When a city elects to exercise extraterritorial powers under this Chapter, it shall provide a means of proportional representation based on population for residents of the extraterritorial area to be regulated. The population estimates for this calculation shall be updated no less frequently than after each decennial census. Representation shall be provided by appointing at least one resident of the entire extraterritorial planning and development regulation area to the planning board, board of adjustment, appearance commission, and the historic preservation commission if there are historic districts or designated landmarks in the extraterritorial area.
- (b) Appointment. - Membership of joint municipal-county planning agencies or boards of adjustment may be appointed as agreed by counties and cities. The extraterritorial representatives on a city advisory board authorized by this Article shall be appointed by the board of county commissioners with jurisdiction over the area. The county shall make the appointments within 90 days following the receipt of a request from the city that the appointments be made. Once a city provides proportional representation, no power available to a city under this Chapter is ineffective in its extraterritorial area solely because county appointments have not yet been made. If there is an insufficient number of qualified residents of the extraterritorial area to meet membership requirements, the board of county commissioners may appoint as many other residents of the county as necessary to make up the requisite number. When the extraterritorial area extends into two or more counties, each board of county commissioners concerned shall appoint representatives from its portion of the area, as specified in the ordinance. If a board of county commissioners fails to make these appointments within 90 days after receiving a resolution from the city council requesting that they be made, the city council may make them.

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Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date: May 04, 2023

Issue under Consideration:	Property Lien for the failure to comply 314 N. Rowan Ave Property Lien for Nuisance Abatement 216 N. Rowan Ave, 204 S. Iredell Ave, 610 S. Yadkin Ave
Current Status:	Active Fine/ Compliance thru Town Abatement
Points to Consider:	No Response from Owner
Financial Impact:	\$250.00/ \$980.50
Options:	NA
Recommendations:	Confirm Lien
Department:	Police- Code Enforcement

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Post Office Box 45
Spencer, NC 28159-0045

Rowan's Original Gateway.

NOTICE OF LIEN

April 21, 2023

The State of North Carolina
In the Superior Court
In the County of Rowan

Case Number: 202300063

The Town of Spencer
vs
Matthew V. Yarbrough
1118 Walker Valley Ln
Salisbury, NC 28146-9190

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 160, 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: **314 N. Rowan Ave, Spencer, NC 28159, Parcel (035-062)**
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 160 of the Code of Ordinances.
3. That pursuant to the above-cited code, a civil citation for failing to comply with a Notice of Violation that was issued on **01/26/2023**.
4. That the total of said civil citation for which this Notice of Lien is filed is **\$250.00** plus **\$6.00** filing fee. Total cost of lien removal is **\$256.00**.

Sincerely,

James Osborne
Code Enforcement Officer
Town of Spencer



Notice of Lien

04/28/2023

TRW PROPERTY GROUP LLC
763 PROSPECT LN
FORT MILL, SC 29708-8164

The Town of Spencer
VS
TRW PROPERTY GROUP LLC

Re: Case Number 202300122
Subject Property: 216 N ROWAN AVE, SPENCER, NC
Property ID Number: 035 254

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: **216 N ROWAN AVE, Parcel 035 254**
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 **04/21/2023**.
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,

A handwritten signature in black ink, appearing to read "James Osborne", written over a horizontal line.

James Osborne
Code Enforcement Officer
Town of Spencer



Notice of Lien

04/28/2023

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

The Town of Spencer
VS
EQUITY TRUST CO CUSTODIAN FBO

Re: Case Number 202300111
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 **04/12/2023**.
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,

A handwritten signature in black ink, appearing to read "James Osborne", with a long horizontal flourish extending to the right.

James Osborne
Code Enforcement Officer
Town of Spencer



Notice of Lien

04/28/2023

PILLINGER DAWN SUZANNE
610 S YADKIN AVE UNIT A
SPENCER, NC 28159-2116

The Town of Spencer
VS
PILLINGER DAWN SUZANNE

Re: Case Number 202300112
Subject Property: 610 S YADKIN AVE, SPENCER, NC
Property ID Number: 032 069

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: **610 S YADKIN AVE, Parcel 032 069**
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 **04/11/2023**.
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,

A handwritten signature in black ink, appearing to read 'James Osborne', written over a horizontal line.

James Osborne
Code Enforcement Officer
Town of Spencer

MINUTES
Spencer Board of Aldermen
Pre-Agenda Meeting
April 6, 2023

The Town of Spencer Board of Aldermen met in regular session to conduct a pre-agenda meeting at the Spencer Town Hall on Thursday, April 6, 2023, at 5:32 p.m.

Present were: Mayor Jonathan Williams
Mayor Pro Tempore Patti Secreast
Alderman Andrew Howe
Alderman Steve Miller
Alderman Sam Morgan
Alderman Rashid Muhammad
Alderwoman Patricia Sledge

Also present were: Town Manager Peter Franzese, Town Clerk Anna Kanode, Planning & Zoning Administrator Steve Blount, Fire Chief Michael Lanning, Public Works Director Joel Taylor, Planner Kyle Harris, and Chief of Police Michael File.

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

INTRODUCTION & CONSIDER APPOINTING – John Haddock Prospective New Historic Preservation Committee Member

The Mayor and Board interviewed Mr. John Haddock for appointment to a position on the Town's Historic Preservation Committee.

Action

Alderman Morgan moved to appoint Mr. Haddock to a four-year term expiring April 30, 2027. Alderman Muhammad seconded the motion, which carried by a unanimous vote of 6 – 0.

REVIEW OF April 11, 2023, Agenda

INVOCATION

Alderman Morgan agreed to give the invocation at the April 11, 2023, regular meeting.

RECOGNITIONS

It was the consensus of the Board to add recognitions for a member of staff and the Community Garden.

CONSENT AGENDA

The Board agreed by consensus to move the following items to the consent agenda:
Approval of March 9, 2023, Pre-Agenda Meeting Minutes and March 14, 2023, Regular Meeting Minutes;

EXECUTIVE SESSION

Mayor Williams announced that an Executive Session would be held on April 11, 2023, to conduct the Town Manager's annual review under NC General Statute 143-318.11 (a) (6).

Action

It was the consensus of the Board to leave all remaining agenda items on the regular agenda.

EXECUTIVE SESSION

It was the consensus of the Mayor and Board that there was no reason to go into Executive Session.

ADJOURNMENT

Motion by Alderman Muhammad, seconded by Alderman Morgan, which carried by a vote of 6 to 0. The meeting stood adjourned at 5:50 p.m.

Approved by:

Jonathan Williams, Mayor

Attest:

Anna Kanode
Town Clerk

MINUTES
Spencer Board of Aldermen
Regular Meeting
April 11, 2023

The Town of Spencer Board of Aldermen met in regular session at Spencer Town Hall on Tuesday, April 11, 2023, at 6:06 p.m.

Present were: Mayor Jonathan Williams
Alderman Andrew Howe
Alderman Steve Miller
Alderman Sam Morgan
Alderman Rashid Muhammad
Alderwoman Patricia Sledge
Mayor Pro Tempore Patti Secreast watched the meeting via Zoom

Also present were: Town Manager Peter Franzese, Town Attorney Jay Dees, Town Clerk Anna Kanode, Interim Finance Director John Sofley, Planning and Zoning Administrator Steve Blount, Special Projects Manager Joe Morris, Public Works Director Joel Taylor, Fire Chief Michael Lanning, Lead for North Carolina Fellow Skye Allan, Code Enforcement Officer James Osborne, and Chief of Police Michael File.

Mayor Jonathan Williams called the meeting to order.

Alderman Sam Morgan offered the invocation.

Mayor Williams led the *Pledge of Allegiance*.

ADDITIONS/DELETIONS AND ADOPTION OF AGENDA

Town Manager Peter Franzese requested the Mayor and Board consider adding *CONSIDER ADOPTING – Budget Ordinance 23-09 for the Replacement of an HVAC Unit at Town Hall*. Mayor Williams recommended moving the item to number 12 after *CONSIDER ADOPTING – Budget Ordinance 23-08 for Grassroots ARPA Grant Award from Rowan Art's Council (Update: Lead for North Carolina Fellow Skye Allan)*.

Mayor Williams informed the Board that Mayor Pro Tempore Patti Secreast requested to move her recognitions for the students of the 3rd quarter to the May agenda due to her inability to attend the April meeting in person.

Mayor Williams also informed the Board that he would be giving the recognition for Coach Robert Steele in Mayor Pro Tempore Secreast's stead.

Action

Alderman Rashid Muhammad moved to approve the agenda adding *CONSIDER ADOPTING – Budget Ordinance 23-09 for the Replacement of an HVAC Unit at Town Hal* to number 12 after *CONSIDER ADOPTING – Budget Ordinance 23-08 for Grassroots ARPA Grant Award from Rowan Art's Council (Update: Lead for North Carolina Fellow Skye Allan)*, deleting Mayor Pro Tempore Secreast's recognition of the students of the 3rd quarter, and Mayor Williams giving the recognition for Coach

Steele. Alderwoman Patricia Sledge seconded the motion which carried by a unanimous vote of 5 – 0.

RECOGNITIONS

- A. Town Manager Franzese recognized the AME Zion Church and the Spencer Cares: Cemetery Cleanup volunteers for their hard work Saturday, March 25, 2023.
- B. Mayor Williams gave a proclamation commemorating the late Coach Robert Steele.
- C. Town Manager Franzese recognized Interim Town Clerk and Clerk Mentor Tamara Hatley. Mayor Williams gave a proclamation thanking Mrs. Hatley for her hard work and dedication to the Town of Spencer.
- D. Alderman Steve Miller recognized the importance of Coach Steele in his and his son's lives as his son's coach. He stated Coach Steele was a role model and that he has a great appreciation for that.
- E. Alderman Miller recognized the Community Appearance Commission, especially Amy Ray and Anthony Nero for sponsoring the Tea Party at the Community Garden on Sunday, April 2, 2023. The fundraiser garnered \$1,100 for the gazebo project. He gave special thanks to Pinocchio's Restaurant for supplying the china, the Spice & Tea Exchange for providing tea samples, Spencer Presbyterian and its members for sponsoring the event, and the roughly 40 people who attended.

PUBLIC COMMENT

Mayor Williams opened the floor to receive public comment.

Mr. Terry Schultz of 503 Charles St., Spencer, NC, and President of the Spencer Senior Council, presented information to the Mayor and Board regarding the annual Spencer Seniors Spring Fling Luncheon being held at noon on Tuesday, May 2, at Oakdale Baptist Church. Spencer residents 55 years of age and older are welcome to attend and should make reservations through their church or by calling Mrs. Sue Schultz at 763-514-2478. The event is free and sponsored by the Town of Spencer.

Mayor Williams noted that the Board had received written correspondence from Mr. Bob Bish of 400 N. Yadkin Avenue, Spencer, NC, regarding the Rowan County Property Tax evaluation increase and inflation. The correspondence was read for the record.

Being no one else present wishing to speak, Mayor Williams closed the public comment portion of the meeting.

RECEIVE PRESENTATION FROM N.C. TRANSPORTATION MUSEUM STAFF – Support Request for Community Fireworks Show

Ms. Betsy Mowery, Director of Development at the N.C. Transportation Museum, gave a presentation to the Mayor and Board regarding the annual Community Fireworks Show and requested the Town co-sponsor this event with a donation of \$3,000. Ms. Mowery answered any questions from the Mayor and Board. No action was taken by the Board.

CONSENT AGENDA

Alderwoman Sledge moved to approve the consent agenda as presented. Alderman Muhammad seconded the motion which carried by a unanimous vote of 5 - 0. Items approved were:

- a. CONSIDER ADOPTING – Budget Ordinance Amendment 23-07.01
- b. APPROVAL OF MINUTES: March 9, 2023, Pre-Agenda Meeting Minutes
 March 14, 2023, Regular Meeting Minutes

RECEIVE PRESENTATION FROM STAFF – Planning & Rezoning to Support Growth

Planning and Zoning Administrator Steve Blount gave a presentation to the Mayor and Board regarding planning and rezoning to support growth. No action was taken by the Board.

FY24 BUDGET – Pre-Recommendation Workshop

Town Manager Franzese and Interim Finance Director John Sofley gave a presentation to the Mayor and Board regarding the impact of various tax rates in relation to the recent countywide revaluation. No action was taken by the Board.

CONSIDER AUTHORIZING – Town Manager to Finalize & Execute a Memorandum of Understanding with the Rowan IDEA Center Foundation

Manager Franzese informed the Mayor and Board that over the past year, Town staff and officials have worked with the Rowan Chamber, the Rowan IDEA Center Foundation, First Community Center property ownership, and other local stakeholders to explore the feasibility of establishing a Rowan County Community Innovation and Entrepreneurship Center in Spencer.

Early planning has resulted in preliminary concepts for a Rowan County Community Innovation and Entrepreneurship Center at the First Community Center property, located at 215 Fifth Street (former First Baptist Church). Proposed uses for the Center include coworking space, an on-site childcare center, and in a later phase a culinary incubator program. The model is for a 501(c)(3) nonprofit to operate the Innovation/Entrepreneurship Center under a lease agreement with the property owner and under a services agreement with the Flywheel Foundation. The result will be an affiliate location within the Flywheel coworking network offering reciprocal benefits to members as well as programming for community businesses. The Rowan IDEA Center Foundation (RICF) is a local entity affiliated with the Rowan Chamber and proposed as the operating nonprofit. RICE has received a proposal from the Flywheel Foundation for Part 1 and 2 services, with Part 1 being the initial strategy and feasibility studies needed to continue due diligence. Town funding towards the Part 1 services aligns with the Town's economic development and business support goals. The scope of work is outlined as part of the proposed grant agreement.

\$25,000 was programmed into the current year budget for the purpose of business incubator seed funding. We anticipate an additional \$25,000 in the FY24 budget with the total of \$50,000 being a portion of the \$1 million investment of ARPA Supplanted Funds.

Action

Alderswoman Sledge moved to approve authorizing Town Manager Franzese to execute the MOU with the Rowan IDEA Center Foundation, which is included as Attachment A to these minutes. Alderman Miller seconded the motion, which carried by a unanimous vote of 5 - 0.

CONSIDER ADOPTING – Budget Ordinance 23-08 for Grassroots ARPA Grant Award from Rowan Art's Council (Update: Lead for North Carolina Fellow Skye Allan)

Lead for North Carolina Fellow Allan provided an update for the Mayor and Board on the Downtown Spencer Mural Project and presented them with information on Budget Ordinance 23-08.

The goal of the Downtown Spencer Mural Walk Program is to bring a permanent series of high-quality digitally augmented public murals to downtown Spencer to beautify empty spaces, develop civic engagement, bring attention to our local businesses, and celebrate our unique history while developing the Town's identity going forward.

This will increase the budget by \$4,426 for the purpose of creating new public murals in downtown Spencer.

Action

Alderman Miller moved to approve Ordinance 23-08, which is incorporated within the body of the minutes below. Alderman Howe seconded the motion, which carried by a unanimous vote of 5 - 0.

AN ORDINANCE AMENDING
THE TOWN OF SPENCER, NORTH CAROLINA
FY 22-23 ANNUAL BUDGET
ORDINANCE 23-08
APRIL 11, 2023

BE IT ORDAINED, by the Governing Board of the Town of Spencer, North Carolina, that the following amendment of anticipated fund revenues and departmental expenditures, certain Fee and Charge Schedules, and with certain restrictions and authorizations, are hereby appropriated and approved for the operation of Town Government and its activities for the Fiscal Year beginning July 1, 2022 and ending on June 30, 2023:

Section 1. The Town has been awarded a \$4,426 ARPA Grassroots Arts Program Subgrant from Rowan Arts Council.

Section 2. The Town accepts the grant identified in Section 1.

Section 3. To amend the FY 22-23 revenue and expense appropriations as follows: Appropriate funds from this grant for creating new public murals in downtown Spencer.

Section 4. The following line items are amended as follows:

<u>Revenues</u>				
<u>Account</u>	<u>Title</u>	<u>Current Budget</u>	<u>Amended Budget</u>	<u>(Decrease) Increase</u>
10-3985-002	Other Grants	\$12,975	\$17,401	\$4,426
<u>Expenses/Expenditures</u>				
<u>Account</u>	<u>Title</u>	<u>Current Budget</u>	<u>Amended Budget</u>	<u>(Decrease) Increase</u>
10-4110-194	Contract Services	\$70,930	\$75,356	\$4,426

Section 5. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Town Manager and the Finance Officer for record-keeping.

Adopted this 11th, day of April, 2023.

CONSIDER ADOPTING – Budget Ordinance 23-09 for the Replacement of an HVAC Unit at Town Hall

Town Manager Franzese informed the Mayor and Board that one of the existing HVAC units at Town Hall has an evaporator coil that has failed.

The Town did not replace any of the HVAC units at Town Hall during the renovation. One of these units has failed. The cost for repairing is \$7,504 with a one year warranty on the part. The cost to replace is \$19,575 which would include a five year warranty on the unit. Considering the age of the existing unit, it is recommended that the unit be replaced. There is also some other work that needs to occur in conjunction with this installation with \$1,425 allocated for it.

The cost of the unit including installation is \$19,575 plus \$1,425 in other related work.

Action

Alderman Sledge moved to adopt Budget Ordinance 23-09 for the Replacement of an HVAC Unit at Town Hall, which is included in the body of the minutes below. Alderman Miller seconded the motion which carried by a vote of 5 – 0.

AN ORDINANCE AMENDING
THE TOWN OF SPENCER, NORTH CAROLINA
FY 22-23 ANNUAL BUDGET
ORDINANCE 23-09
APRIL 11, 2023

BE IT ORDAINED, by the Governing Board of the Town of Spencer, North Carolina, that the following amendment of anticipated fund revenues and departmental expenditures, certain Fee and Charge Schedules, and with certain restrictions and authorizations, are hereby appropriated and approved for the operation of Town Government and its activities for the Fiscal Year beginning July 1, 2022 and ending on June 30, 2023:

Section 1. The Town's Lien Payment Revenue have exceeded budget expectations this year and the Town would like to use these additional revenues to fund the replacement of a HVAC unit at Town Hall.

Section 2. To amend the FY 22-23 revenue and expense appropriations as follows:

<u>Revenues</u>				
<u>Account</u>	<u>Title</u>	<u>Current Budget</u>	<u>Amended Budget</u>	<u>(Decrease) Increase</u>
10-3491-001	Lien Payments	\$9,000	\$30,000	\$21,000
<u>Expenses/Expenditures</u>				
<u>Account</u>	<u>Title</u>	<u>Current Budget</u>	<u>Amended Budget</u>	<u>(Decrease) Increase</u>
10-4130-550	CO – Other Equipment	\$31,200	\$52,200	\$21,000

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

Adopted this 11th day of April, 2023.

CONSIDER AWARDING – Commercial Façade Grants (Update: Planner Kyle Harris)

Planner Kyle Harris requested the Board consider awarding six (6) Commercial Façade Grants (e.g. Salisbury Avenue Corridor Improvement Grants) to selected property owners in Spencer.

The adopted 2022-23 Town Budget includes \$10,000 for the “Façade Grant” Program. On January 10, the Board awarded \$2,500 to Pam & Roger Pinnix for an emergency building repair project, leaving \$7,500 remaining in the budget. The Spring 2023 Façade Grant application cycle was open from February 7, 2023, to March 15, 2023. A total of seven (7) applications were received. The CAC met on March 27, 2023, to review the applications. The CAC voted to make certain grant funding recommendations:

1. Spencer Community Garden (Spencer Presbyterian Church): \$1,720.00
2. Pinocchio's of Spencer (Amy Ray & Anthony Nero): \$1,055.00
3. Cool Nogginz Hair Salon & Boutique (Tiffany Jones): \$750.00
4. CLM Fabrication (Cody Morris): \$975.00
5. RBC Holdings of Rowan LLC (Rob & Beth Nance): \$1,500.00

6. NC Museum of Dolls, Toys, & Miniatures (Beth Nance/Susan Morris): \$1,500.00

The CAC's recommended funding amounts were an attempt to fairly distribute the remaining \$7,500 to eligible projects and would allocate the remaining \$7,500 in the FY 22-23 Façade Grant Program. All funds from budgeted line item.

Action

Alderman Miller made a motion to award the commercial façade grants as recommended by the Community Appearance Commission. Alderman Morgan seconded the motion which carried by a vote of 5 – 0.

DEPARTMENTAL REPORTS

Planning Department

Planning and Zoning Administrator Steve Blount presented the Planning Department report and answered any questions from the Board. He then turned the floor over to Planner Harris, who provided an update on the Community Development Block Grant and answered any questions from the Board.

Code Enforcement Department

Code Enforcement Officer James Osborne gave the monthly Code Enforcement report and answered any questions from the Board.

Police Department

Chief of Police File gave the Police Department report and answered any questions from the Board.

Fire Department

Fire Chief Lanning gave the Fire Department report and answered any questions from the Board.

Public Works Department

Public Works Director Taylor gave the Public Works Department report and answered any questions from the Board.

Finance Department

Interim Finance Director John Sofley gave the monthly Finance Department report and answered any questions from the Board.

Library Report

Librarian Beverly McCraw gave the monthly Library report and answered any questions from the Board.

TOWN MANAGER REPORT

Manager Franzese gave his monthly report and answered any questions from the Board.

REQUESTS AND COMMENTS BY THE MAYOR AND BOARD MEMBERS

Alderman Miller:

- Promoted the Kentucky Derby party and special fundraiser that the Community Garden is having on Sunday, April 30th, at Pinocchio's from 2:00 p.m. – 5:00 p.m. for \$25. Shared with the Mayor, Board, and those present that there will be beer and wine, hors d'oeuvres, and the fanciest hat contest.

Alderman Morgan:

- Stated that he does not want to see North Rowan schools get stuck with Salisbury's problems.
- Expressed the hope that Mayor Williams would ask the School Board at the meeting in the morning: how long do they think this will go on? Will it be two years, or three years, before construction is over? He said his gut told him this is going to be a problem and that Salisbury should help Spencer by providing the funding for the extra Resource Officers the schools will need.

Alderman Howe:

- Stated that he absolutely agrees with and adopts Alderman Morgan and Mayor William's concerns and said the quiet part out loud: different political bodies will have to fund that project, and until they do, it might not happen.
- Added that in connection and conjunction with everything else that is happening in the Town, this is a unique opportunity to promote and build upon our schools. If there were a door where we got in line about grievances about how the North Rowan schools have been treated, he would gladly show up to that door and bring some of those with him.
- Emphasized that this is a once-in-a-generation, once-in-a-lifetime, opportunity to make a positive impact on the students and communities. There has been a sense that the North Rowan schools are not places students want to attend.
- Commented that his tenure as a student teacher there revealed that is a bunch of garbage, and maybe the Town can use this as an opportunity to change this perception of the schools.
- Responded to Mayor Williams by saying he will need to speak with Town Attorney Jay Dees on the legality of allocating Town tax dollars toward these schools within Town limits, but maybe the Board can talk about that idea when discussing tax rates and where the money goes.

Alderman Muhammad:

- Commented on the need to make sure we are being proactive and not reactive when the schools combine and in any situation that may derive henceforth.
- Promoted the youth in this community starting their Spring baseball season at the 8th Street Park. They have a game every Monday and Friday at 7:30 p.m. and the concession stands are open.
- Invited the Board, staff, and citizens to come out and support the young men doing something great on the baseball field.

Alderwoman Sledge:

- Reminded the Board about the Senior Spring Luncheon that will happen May 2nd at Oakdale Baptist Church, which is something the Town funds for those 55+ in our community.
- Advised anyone who wishes to attend to make a reservation either through Ms. Shultz or their local church.
- Stated that she is really glad to be here and able to make a contribution to this Town, community, and citizens. Everyone she has talked to has positive things to say about what is going on in Spencer.

Mayor Williams:

- Responded to Alderman Morgan's concerns about the North Rowan schools by saying it is a great question about how long the project will take and told the Board that he has been told it will take two years.

- Stated another question that needs to be asked is: what is the plan for sending students back? Informed the Board that he has it on good authority that the plan may not be to send all of them back and Spencer needs to know before the plan is executed.
- Responded to Alderman Howe's comments that he thinks the Alderman can expound further with some ideas on how the Board can put their money where their mouth is to help North Rowan schools.
- Responded to Alderman Howe's comment regarding taxes by saying stepping up and supporting the local schools would give the Town more of a say and would show that the Town and the Town's citizens are behind them.
- Closed out the comments by asking the Board and Staff to give Mayor Pro Tempore Secrest their best wishes to feel better quickly.
- Added that, regarding the student reassignment, the Board needs to make sure folks know they do not want to be adversarial. The Board and Town staff want to work with the School Board, school system, and administration, but in order to do that, they need to be brought into the conversation, which has not yet happened.
- Expressed disappointment and concern at the lack of communication as the Board, Town staff, and law enforcement know our communities best and when Spencer and Salisbury public safety personnel both say they are concerned, the school system should be listening.
- Added that the Board is advocating for all students in the district and, in his opinion, what is being proposed is not what is best, but is the convenient and the only option due to time and lack of planning.
- Asked the Board to continue to be advocates for the school system and work with them, but also make sure all of the students are taken care of and getting the best opportunity to succeed.

EXECUTIVE SESSION PER NC GENERAL STATUTE 143-318.11

The Mayor and Board held an executive session in accordance with NC General Statute 143-318.11 (a) (6) "To consider the qualifications, competence, performance, character, fitness...of an... employee..." in order to conduct Town Manager Franzese's annual review.

Action

Alderman Muhammad motioned to close the open portion of the Board of Aldermen regular meeting and go into a five-minute recess followed by a closed executive session. Alderman Morgan seconded the motion which carried unopposed 5 - 0. The meeting stood closed at 9:18 p.m.

Mayor Williams reconvened the meeting.

ADJOURNMENT

Alderman Morgan moved to adjourn the closed session. Alderman Howe seconded the motion, which carried unanimously with a vote of 5 - 0. The meeting returned to open session and Alderman Morgan moved to adjourn the meeting. Alderman Muhammad seconded the motion, which carried unanimously with a vote of 5 - 0. The meeting stood adjourned at 10:55 p.m.

Approved by:

Attest:

Jonathan Williams
Mayor

Anna Kanode
Town Clerk

MINUTES
Spencer Board of Aldermen
Called Meeting
April 25, 2023

The Town of Spencer Board of Aldermen met in at Spencer Town Hall in a called session on Tuesday, April 25, 2023, at 5:32 p.m. for the purpose of : (1) Receiving an update on the Town Park Project and consideration of adopting resolutions related to a Parks and Recreational Trust Fund (PARTF) Grant Application, and (2) Receiving an update on vehicle purchase opportunities for Fire and Police Departments; consider (a) adopting a budget ordinance amendment to reallocate ARPA Funds and purchase vehicles; (b) authorize the Town Manager to enter into a purchase agreement with Cloninger Ford, Parks Ford, and Dana Safety Supply for the purchase of 1 Ford 150 for the Fire Department, 2 Ford Police Interceptor Utility Vehicles for the Police Department, and 1 Turnkey upfitted Ford F-150 for the Police Department.

Present were: Mayor Jonathan Williams
Mayor Pro Tempore Patti Secreast
Alderman Steve Miller
Alderman Sam Morgan
Alderwoman Patricia Sledge

Alderman Andrew Howe and Alderman Rashid Muhammad were absent.

Also present were: Town Manager Peter Franzese, Town Clerk Anna Kanode, Interim Finance Director John Sofley, Planning and Zoning Administrator Steve Blount, Special Projects Manager Joe Morris, Chief of Police Michael File, Fire Chief Michael Lanning, and Deputy Fire Chief Doug Lewis.

Mayor Jonathan Williams called the meeting to order, declared a quorum present, offered the invocation, and led the *Pledge of Allegiance*.

RECEIVE AN UPDATE on the Town Park Project and CONSIDER ADOPTING Resolutions Related to a Parks and Recreational Trust Fund (PARTF) Grant Application

Special Projects Manager Joe Morris updated the Mayor and Board regarding the Town Park Project and explained the three new resolutions needed in order to apply for the PARTF Grant, which were:

- a. Resolution 23-08: FY 2023-2028 Parks and Recreation Capital Improvement Plan
- b. Resolution 23-09: Town Park Master Plan
- c. Resolution 23-10: 2023 PARTF Application for a Town Park

Action

Mayor Williams recommended to the Board that they move to approve all three resolutions with one motion since they are so similar. The Board was in agreement.

Alderman Steve Miller moved to approve Resolutions 23-08, 23-09, and 23-10 as presented, which are included within the body of the minutes below. Alderman Sam Morgan seconded the motion which carried by a unanimous vote of 4 – 0.

RESOLUTION 23-08
ADOPTING THE TOWN OF SPENCER, NORTH CAROLINA
FY 2023 -2028 PARKS AND RECREATION
CAPITAL IMPROVEMENT PLAN

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

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

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

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

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

NOW, THEREFORE, the Mayor and Board of Aldermen of the Town of Spencer, firmly and unanimously adopt this RESOLUTION ADOPTING THE TOWN OF SPENCER FY 2023 - 2028 PARKS AND RECREATION CAPITAL IMPROVEMENT PLAN AS A GUIDING PUBLIC POLICY FOR THE IMPLEMENTATION AND DEVELOPMENT OF A ROBUST AND COORDINATED PARKS AND RECREATION PROGRAM OF FACILITIES AND SERVICES FOR THE RESIDENTS OF SPENCER AND SURROUNDING COMMUNITIES.

Adopted this day, the 25th day of April 2023.

RESOLUTION 23-09
ADOPTING THE TOWN OF SPENCER, NORTH CAROLINA
TOWN PARK MASTER PLAN

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

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

WHEREAS, the Town of Spencer has adopted the 2023 PARKS AND RECREATION MASTER PLAN that aspires to the continued vitality and well-being of its citizens who value outdoor activity, scenic beauty, greenspace, alternative transportation, and character development through organized sports and team activities, and

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

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

NOW, THEREFORE, the Mayor and Board of Aldermen of the Town of Spencer, firmly and unanimously adopt this RESOLUTION ADOPTING THE TOWN OF SPENCER'S 2023 NC PARKS AND RECREATION TRUST FUND APPLICATION.

Adopted this day, the 25th day of April 2023.

**RESOLUTION 23-10
ADOPTING THE TOWN OF SPENCER, NORTH CAROLINA
2023 PARKS AND RECREATION TRUST FUND APPLICATION
FOR A TOWN PARK**

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

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

WHEREAS, the Town of Spencer has adopted the 2023 PARKS AND RECREATION MASTER PLAN that aspires to the continued vitality and well-being of its citizens who value outdoor activity, scenic beauty, greenspace, alternative transportation, and character development through organized sports and team activities, and

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

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

NOW, THEREFORE, the Mayor and Board of Aldermen of the Town of Spencer, firmly and unanimously adopt this RESOLUTION ADOPTING THE TOWN OF SPENCER'S 2023 NC PARKS AND RECREATION TRUST FUND APPLICATION.

Adopted this day, the 25th day of April 2023.

**RECEIVE AN UPDATE on Vehicle Purchase Opportunities for Fire and Police Departments
and CONSIDER:**

- a. Adopting Budget Ordinance Amendment 23-12: Reallocate ARPA Funds and Purchase Vehicles

Interim Finance Director John Sofley updated the Mayor and Board regarding the Town funds available for reallocation in order to purchase vehicles for the Fire and Police Departments. Police Chief Michael File and Fire Chief Michael Lanning explained the need for these vehicles and the reason for needing to act quickly in order to purchase them.

Action

Alderman Miller moved to approve Budget Ordinance Amendment 23-12 as presented, which is included within the body of the minutes below. Alderman Morgan seconded the motion which carried by a unanimous vote of 4 – 0.

AN ORDINANCE AMENDING
THE TOWN OF SPENCER, NORTH CAROLINA
FY 22-23 ANNUAL BUDGET
ORDINANCE 23-12
APRIL 25, 2023

BE IT ORDAINED, by the Governing Board of the Town of Spencer, North Carolina, that the following amendment of anticipated fund revenues and departmental expenditures, certain Fee and Charge Schedules, and with certain restrictions and authorizations, are hereby appropriated and approved for the operation of Town Government and its activities for the Fiscal Year beginning July 1, 2022 and ending on June 30, 2023:

Section 1. The Town actual expenditures for ARPA supplanted projects of 17th Street Stormwater improvement Design and Fire Station expansion Design have been significantly less than anticipated and needs to be reallocated for other one-time expenditures; and

Section 2. The Town has reallocated the unspent funds together with other available funds for the purchase of additional police vehicles and a fire vehicle.

Section 3. The following General Fund line items are amended as follows:

Revenues

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-3491-001	Lien Payments	\$ 30,000	\$ 33,000	\$ 3,000

Expenditures

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-4110-999	Contingencies	\$ 25,000	\$ 0	\$ -25,000
10-4310-395	Training	8,000	4,797	-3,203
10-4310-540	CO – Vehicles	54,665	187,922	133,257
10-4310-550	CO – Other Equipment	16,168	54,838	38,670
10-4340-540	CO – Vehicles	0	53,407	53,407
10-4340-550	CO – Other Equipment	10,000	26,525	16,525
10-4340-560	CO – Buildings and Improv.	245,000	74,850	-170,150
10-4510-194	CO – Infrastructure	120,000	79,494	<u>-40,506</u>
	Total			\$ 3,000

Section 4. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Town Manager and the Finance Officer for record-keeping.

Adopted this day, the 25th day of April 2023.

- b. Authorizing the Town Manager to enter into a purchase agreement with Cloninger Ford, Parks Ford, and Dana Safety Supply for the purchase of 1 Ford 150 for the Fire Department, 2 Ford Police Interceptor Utility Vehicles for the Police Department, and 1 Turnkey upfitted Ford F-150 for the Police Department

Action

Alderman Morgan moved to authorize Town Manager Peter Franzese to enter into a purchase agreement with Cloninger Ford, Parks Ford, and Dana Safety Supply for the purchase of 1 Ford 150 for the Fire Department, 2 Ford Police Interceptor Utility Vehicles for the Police Department, and 1 Turnkey upfitted Ford F-150 for the Police Department. Alderman Miller seconded the motion which carried by a unanimous vote of 4 – 0.

ADJOURNMENT

Alderwoman Secreast moved to adjourn the meeting. Alderman Morgan seconded the motion, which carried unanimously with a vote of 4 - 0. The meeting stood adjourned at 6:12 p.m.

Approved by:

Attest:

Jonathan Williams
Mayor

Anna Kanode
Town Clerk

DRAFT

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Regular Session Meeting Date: May 9, 2023

(Attach relevant documentation)

Issue Under Consideration:	Consider adopting Resolution 23-11 Naming the Spencer Town Hall Board Room the Hilda B. Palmer Board Room.
Current Status:	The Board Room does not currently commemorate any person.
Points to Consider:	The completion of the Spencer Town Hall and Police Department is a significant enhancement to the facilities of the Town that builds upon the foundations laid by Mrs. Palmer, her staff, and the elected officials she served.
Financial Impact:	Staff anticipates the following expenses will be covered by the available Town budget: 1) purchasing the memorial plaque or art for the Board Room to commemorate Mrs. Palmer; and 2) holding an appropriate ceremony to mark the naming of the Hilda B. Palmer Board Room.
Options:	
Recommendations:	Motion to adopt Resolution 23-11 Naming the Spencer Town Hall Board Room the Hilda B. Palmer Board Room.
Department:	Town Hall



RESOLUTION 23-11

NAMING THE SPENCER TOWN HALL BOARD ROOM THE HILDA B. PALMER BOARD ROOM

WHEREAS, Hilda Bass Palmer was born March 6, 1925, in Rowan County and graduated from Boyden High School in 1942; and

WHEREAS, Mrs. Palmer was employed by the Town of Spencer from 1963 to 1990; and

WHEREAS, Mrs. Palmer served as Town Manager from 1967 to 1990, dedicating much of her time and energy to the Town after raising her children, Deb and Chip, with her husband, T-Bone; and

WHEREAS, Mrs. Palmer was the first female town administrator or manager in Rowan County and most likely in all of North Carolina; and

WHEREAS, Mrs. Palmer was one of the earliest women to attend the UNC Institute of Government in order to hone her skills and was later invited to be on an Institute panel; and

WHEREAS, Mrs. Palmer performed a variety of duties, from handling the Town budget to checking on broken water lines in the middle of the night; and

WHEREAS, Mrs. Palmer passed away on August 19, 2010, and her children, grandchildren, and great-grandchildren have remained connected to Spencer because of the Palmer Family's legacy of community service along with deep friendships with many Town residents; and

WHEREAS, the naming of a facility is an appropriate recognition for such a distinguished public servant and trailblazer in her profession; and

WHEREAS, the completion of the Spencer Town Hall and Police Department is a significant enhancement to the facilities of the Town that builds upon the foundation laid by Mrs. Palmer, her staff, and the elected officials she served.

NOW, THEREFORE, BE IT RESOLVED by the Board of Aldermen of the Town of Spencer, North Carolina, that the Spencer Town Hall Board Room shall henceforth be named the:

Hilda B. Palmer Board Room

BE IT FURTHER RESOLVED that an appropriate ceremony be held to mark the naming of the Hilda B. Palmer Board Room.

Adopted this 9th day of May, 2023.

**BOARD OF ALDERMEN
TOWN OF SPENCER
NORTH CAROLINA**

ATTEST:

Jonathan D. Williams, Mayor

Anna Kanode, Town Clerk

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date: 5/9/2023

(Attach relevant documentation)

Issue under Consideration:	Presentation of the Recommended FY 2023-24 budget.
Current Status:	The Town Manager will submit the recommended budget to the Mayor and Board of Aldermen for consideration. The budget recommendation is based on feedback from the March 9-19 Annual Planning Session and the April 11 pre-recommendation Workshop.
Points to Consider:	Full details will be available for the public at spencernc.gov. Before adopting a budget ordinance, the Board must hold a public hearing. Once the Board holds a public hearing (rec June 8), and considers input, it may adopt a budget ordinance at any time before the end of June 2023.
Financial Impact:	To be provided in recommendation.
Options:	
Recommendations:	No action required at this time.
Department:	Town Manager on behalf of all Departments

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Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date:
May 9, 2023 Regular Meeting

Issue under Consideration:	Burial on Private Property Text Amendment
Current Status:	Burial of human remains is allowed on almost any property in Spencer.
Points to Consider:	Allowed by NCGS unless controlled by local ordinance.
Financial Impact:	none
Options:	Approve, disapprove, or modify
Recommendations:	Motion to approve text amendment presented by staff. Also, approve Statement of Consistency
Department:	Planning

Burial on Private Property Text Amendment

Suggested Motion Language

“I move to approve the proposed text amendment as presented by staff and as stated in ordinance 23-10.”

I further move to adopt a Statement of Consistency stating that, “This amendment is consistent with the Town’s Comprehensive Plan and is in the best interest of the welfare of its citizens.”



TOWN OF SPENCER, NORTH CAROLINA

AN ORDINANCE TO Amend Chapter 2, adding Section 2.24 to the Town's Development ordinance; ORDINANCE 23-10

WHEREAS, NC General Statutes allow burials on private property unless regulated by local ordinance; and

WHEREAS, NCGS 160D allows municipalities to regulate land uses through zoning; and

WHEREAS, it is thought that in the confines of a densely developed municipality like Spencer that the burial of human remains on private property in close proximity to other residential and commercial uses would be detrimental to the health, safety, morals, or general welfare of the community; and

WHEREAS, that the burial of human remains on private property in close proximity to other residential and commercial properties could negatively impact the quality of life of residents and visitors to our community; and

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

Section 1.

Revise Article 2 of the Town's Development Ordinance adding section 2.24 with revisions shown in Section 2 of this Ordinance.

Section 2.

Text Amendment Language (additions shown in **yellow**, deletions shown as ~~strikethroughs~~)

Section 2.24

No person may bury or cause to be buried the body of any deceased person within the town limits of Spencer in any place other than a church cemetery, a cemetery operated

by a governmental entity, or a private cemetery licensed or specifically exempted from licensing according to the North Carolina Cemetery Act, G.S. Ch. 65, art. 9.

Family cemeteries established before adoption of the ordinance from which this section is derived may continue to be used for burials if done in accordance with NCGS and Rowan County Health Department regulations. No new family cemeteries shall be established after the adoption date of the ordinance from which this section is derived.

Ashes from the cremated remains of bodies may be disposed of per G.S. 90-210.130. Specifically, cremated remains may be scattered on private property with written permission of the property owner.

Section 3.

This ordinance shall become effective immediately upon adoption.

Adopted this 9th day of May, 2023

Jonathan Williams, Mayor

Anna Kanode, Town Clerk

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date:
May 9, 2023 Regular Meeting

Issue under Consideration:	ETJ Board Membership Text Amendment
Current Status:	Must reside in ETJ to serve as ETJ member of Planning Board and Board of Adjustment
Points to Consider:	Unable to fill slots. Allowed per 160D
Financial Impact:	none
Options:	Approve, disapprove, or modify
Recommendations:	Motion to approve text amendment as presented by staff Also, approve Statement of Consistency
Department:	Planning

ETJ Board Membership Text Amendment

Suggested Motion Language

“I move to approve the proposed text amendment as presented by staff and as stated in ordinance 23-11.”

I further move to adopt a Statement of Consistency stating that, “This amendment is consistent with the Town’s Comprehensive Plan and is in the best interest of the welfare of its citizens.”



TOWN OF SPENCER, NORTH CAROLINA

AN ORDINANCE TO Amend Sections 4.2-3 and 4.3-2 of the Town's Development ordinance; ORDINANCE 23-11

WHEREAS, the Town has established a Planning Board and Board of Adjustment per the authority granted by NCGS 160D; and

WHEREAS, NCGS 160D-307(a) requires proportional extraterritorial jurisdiction (ETJ) representation on the Planning Board and Board of Adjustment; and

WHEREAS, the Town has, after a good faith effort, been unable to find a sufficient number of qualified residents of the ETJ to fill the available positions on these boards; and

WHEREAS, 160D-307(b) allows that in this situation, the Town may submit for appointment by the Rowan County Commission, other residents of the county not living in the Town's ETJ to fill these positions; and

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

Section 1.

Revise Article 4, Sections 4.2-3 & 4.3-2 of the Town's Development Ordinance with revisions shown in Section 2 of this Ordinance.

Section 2.

Text Amendment Language (additions shown in yellow, deletions shown as strikethroughs)

After Section 4.2-3, add the following as 4.2-2(A)

If after a good faith effort, the Town is unable to locate a sufficient number of qualified people living in the town's ETJ, they may recommend for appointment by the County Commission, people living in other parts of Rowan County, including within the municipal limits of the Town of Spencer. The definition of "qualified" in this section shall include the willingness to serve.

After Section 4.3-2, add the following as 4.3-2(C)

If after a good faith effort, the Town is unable to locate a sufficient number of qualified people living in the town's ETJ, they may recommend for appointment by the County Commission, people living in other parts of Rowan County, including within the municipal limits of the Town of Spencer. The definition of "qualified" in this section shall include the willingness to serve.

Section 3.

This ordinance shall become effective immediately upon adoption.

Adopted this 9th day of May, 2023

Jonathan Williams, Mayor

Anna Kanode, Town Clerk

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date: Regular Meeting- May 9, 2023

Issue under Consideration:	Yadkin River Business and Recreational Park Master Plan Grant
Current Status:	Rowan County to consider approval of \$75,000 planning grant at their May meeting
Points to Consider:	Once approved by County, Interlocal Agreement needs to be signed by Mayor
Financial Impact:	none
Options:	Accept grant by authorizing Mayor to sign agreement
Recommendations:	Vote to authorize Mayor to sign Interlocal Government agreement
Department:	Planning



Yadkin River Business and Recreational Park Planning Grant

Date: 02/07/2023

RE: Creation of Yadkin River Business Park Small Area Plan

BY: Steve Blount

History:

Spencer was able to annex what was once the NC Finishing Company property located at the intersection of the Yadkin River and US HWY 29 when property owners were working to develop the property into an automobile racetrack community. After that project failed, partially demolished buildings and accumulated debris left this property an unsightly brownfield site with little obvious redevelopment potential.

Progressive new leadership in Spencer saw this site not as an eyesore, however, but as a key to the Town's future economic prosperity. Located along US HWY 29/Salisbury Ave. three miles from the Town's core commercial area, the Yadkin River property was imagined as a future business park surrounded by water-based recreation and entertainment venues.

Plan Justification:

While a general vision of for the Yadkin River property exists, the Town and property owners lack a concept level plan showing how this property could be developed, how adjacent properties could be positively impacted, and how other properties stretching south to Longs Ferry Road could be included. Along with identifying prime industrial/distribution sites, this plan could also examine the economic benefits of commercial development along Salisbury Ave./US HWY 29 from the Town's existing business core to the new business growth at the Yadkin River Business Park.

Recognizing the unique opportunity to develop the Yadkin River Park property as both a business park and an associated recreational area, the Town also understands the importance of connecting these new attractions to the Town's existing and growing inventory of recreation and entertainment related venues. A part of this new planning effort might include examination of these connections and the economic "multiplier" effect of promoting ours as a group of related recreational attractions instead of just as stand-alone venues.

Scope:

This planning effort is meant to accomplish three general goals:

1. Recognize the Yadkin River Business and Recreational Park as the "anchor tenant" for a larger area of commercial and industrial development. The primary planning effort will focus on:

- The business park to be located on the northern portion of the old NC Finishing Co. property.
 - The industrial/distribution sites including the southern portion of the NC Finishing Co. property and other properties primarily bracketed by US HWY 29 on the west, I-85 on the east and Long Ferry Road to the south. (There may be a few parcels identified for similar uses just outside this primary study area.)
2. Show how connection of the new business park and recreational park to the Town's central business and residential areas via roads/trails/sidewalks/bike lanes along the Salisbury Ave./US HWY 29 corridor will benefit the town. This part of the study would focus on commercial development in the US HWY 29/Salisbury Ave. corridor.
 3. Show how connections to other outdoor recreational (Stanback Forest, Salisbury Greenway, etc.) and entertainment (NC Transportation Museum, Library Park, etc.) amenities will leverage existing individual attractions into a combined regional destination.

Small Area Plan Fund Priorities:

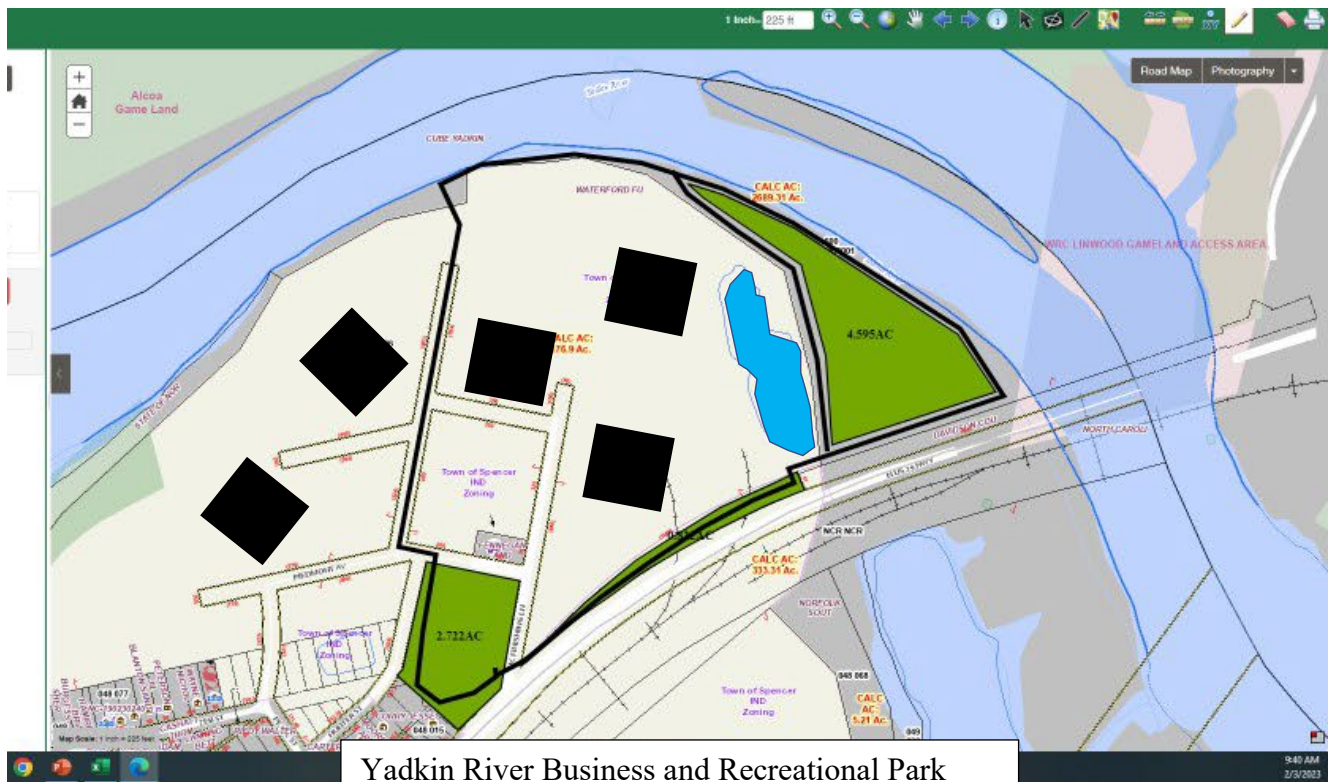
Primary Planning Considerations

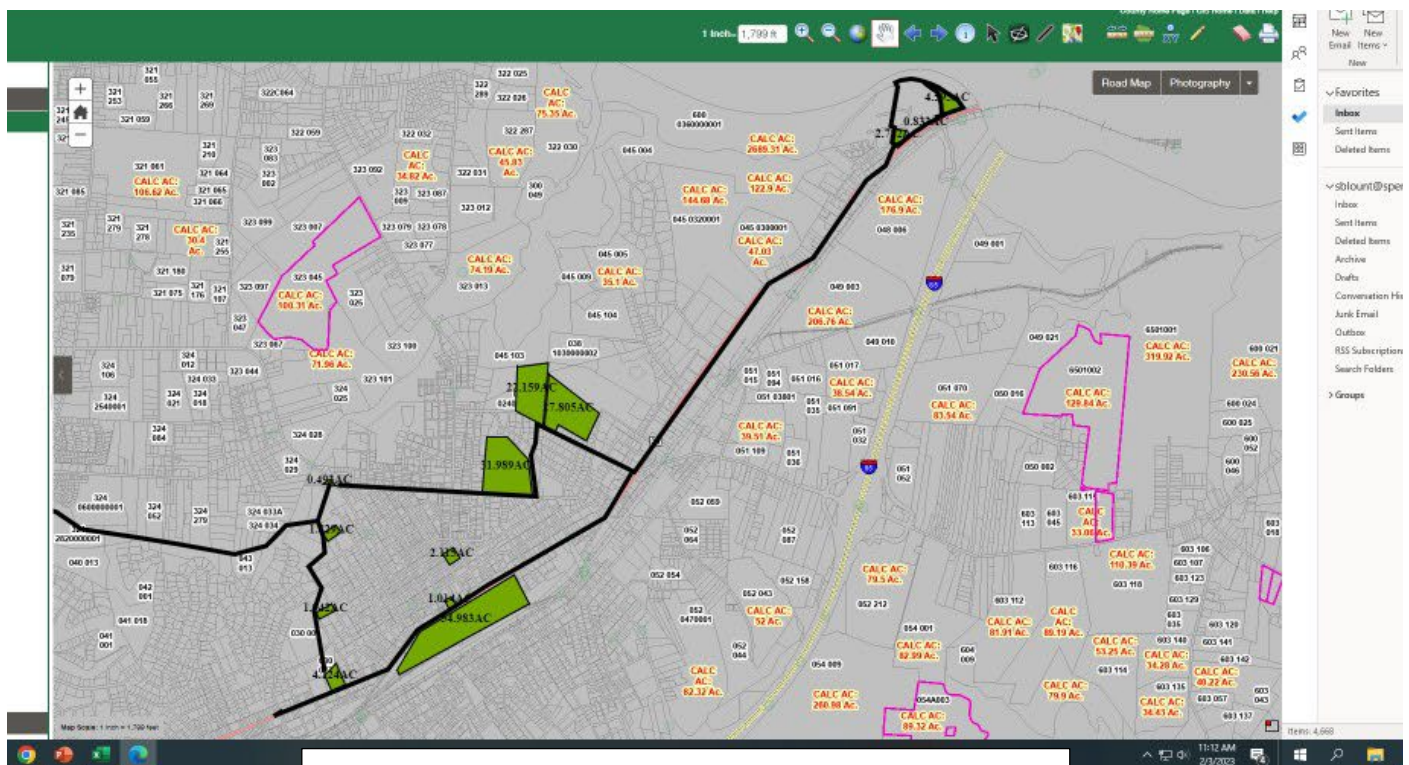
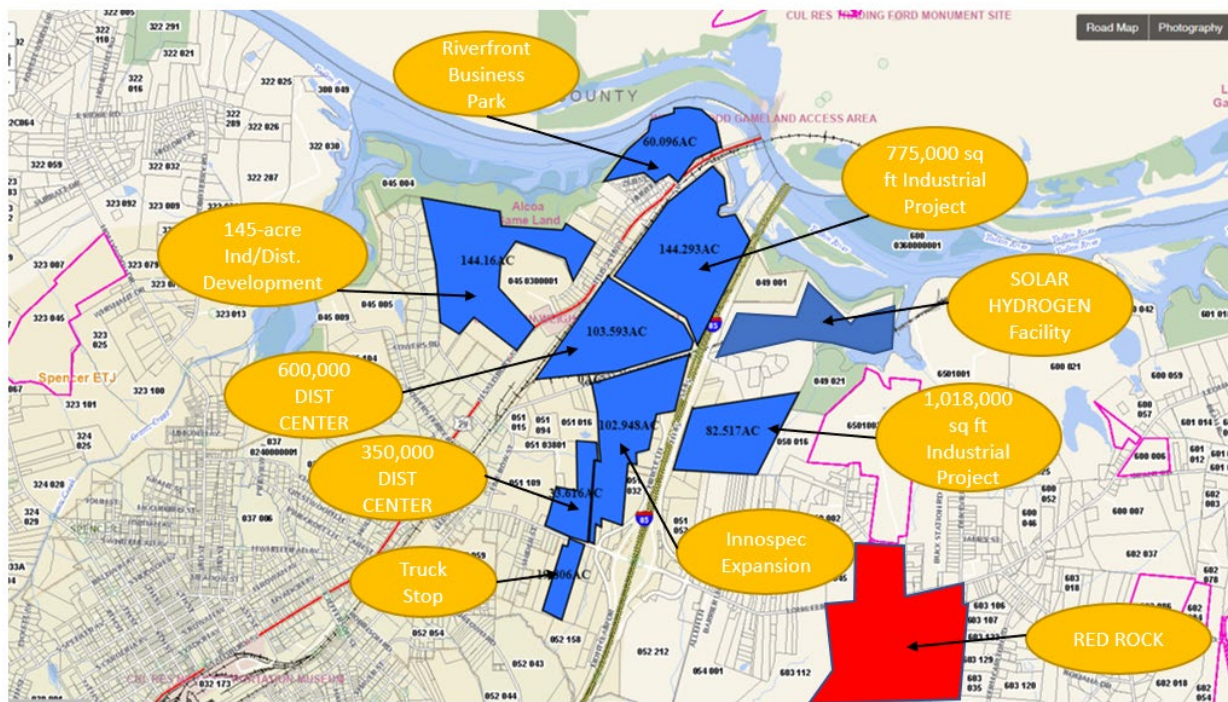
1. Create concept level Plan for Yadkin River Business and Recreational Park
 - a. Business Park component
 - i. Mixed use plan to include commercial, office, hospitality, lodging, public river access, open space, and outdoor recreation
 - b. Trailhead Park interface
 - c. New trail system
 - d. Yadkin Museum property
 - e. Church building and property
 - f. Rehab and expansion of housing in adjacent Yadkin Mill Village
 - g. Wilcox Bridge interface
 - h. Davidson County Yadkin River Park interface
 - i. Yadkin River commercial development and access
 - j. Regional Park concept
2. Longs Ferry Rd and Salisbury Ave.
 - a. Study of industrial/commercial sites available on these roads
 - b. Examine Longs Ferry Rd as "gateway" entrance to Spencer
 - i. Signage, landscaping, etc.
 - c. Consider Longs Ferry Rd cross-section to include bicycle and pedestrian facilities (trails, pathways, sidewalks, bike lanes, etc.)
 - i. Identify practical limits
 - d. Consider revisions to zoning classifications on frontage properties along Salisbury Ave./US HWY 29 from IND to commercial classifications to promote commercial development in corridor

Secondary Planning Considerations

- 1) EB-5861 (NCDOT designation for urban trail system connecting town to Yadkin River Park)
 - a) Connection of Yadkin River Park area to downtown Spencer
 - i) Bike lanes
 - ii) Sidewalks

- b) Connection to three school sites
 - c) Connection to Library Park
 - d) Use of Grants Creek Greenway to link to Salisbury greenway system
 - i) Coordinate with Stanback forest trail system
- 2) Stanback Forest Park
 - a) 50-acre expansion
 - i) New trail system
 - b) 7th Street Trailhead
 - c) Salisbury Ave Trailhead
 - i) Environmental Arts/Community Center
 - d) 8th Street Ballpark Trailhead
- 3) Salisbury Ave. US HWY 29 Impact
 - a) Commercial growth in corridor
 - b) Residential growth adjacent to corridor
 - c) Longs Ferry Rd industrial growth and intersection with Salisbury Ave





North Rowan Planning Grant

Growth of a Town

Spencer's Next Big Step Forward

Need for a Plan

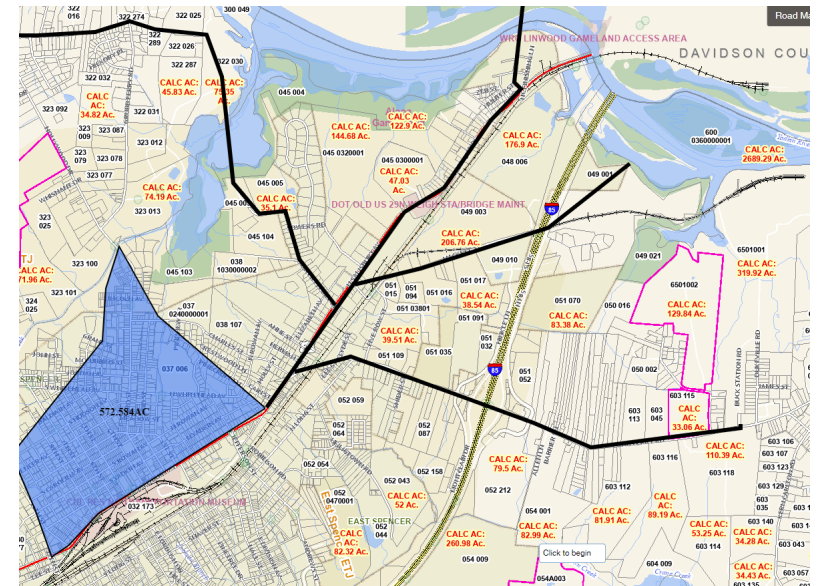
Narrative

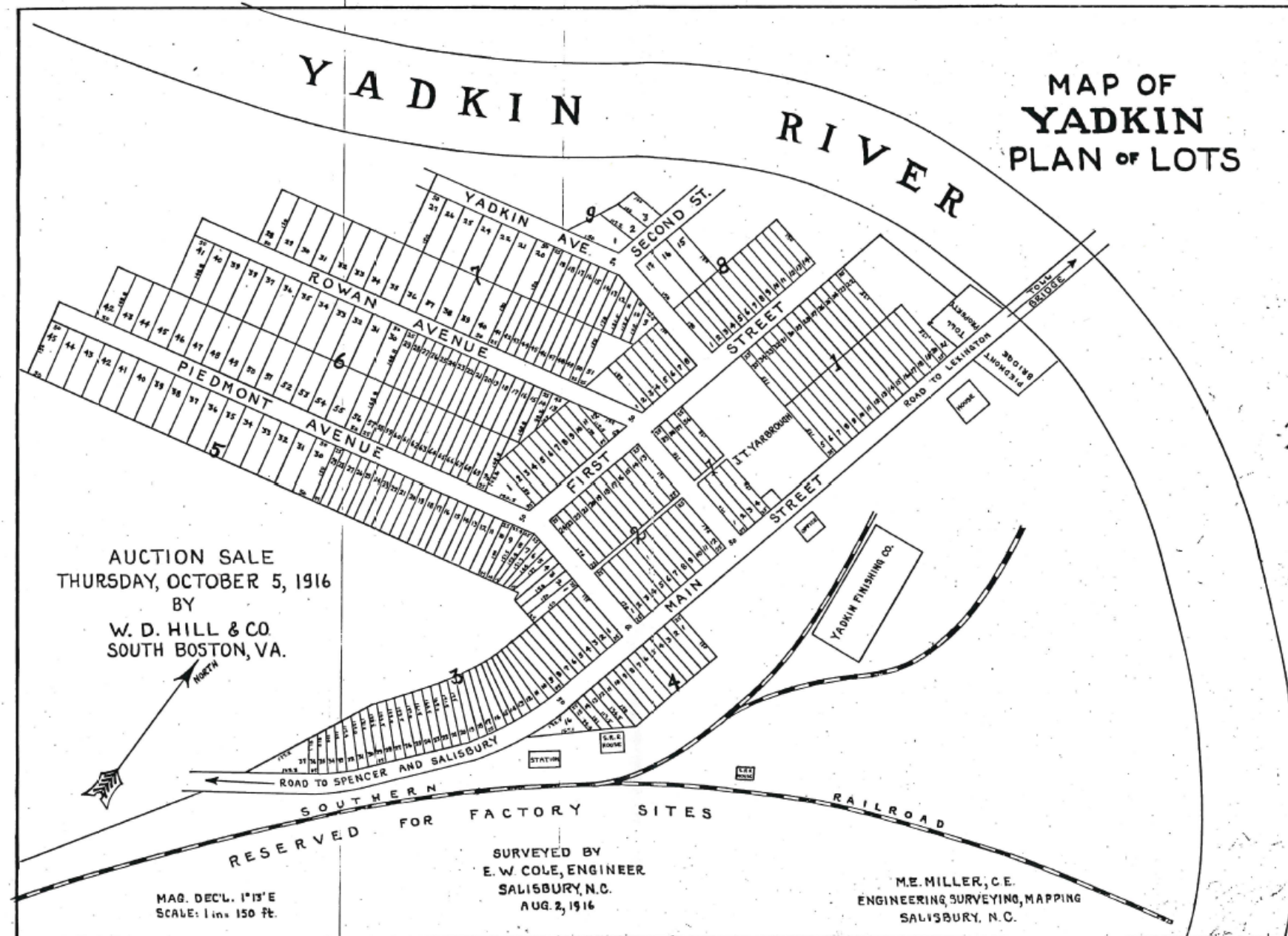
- 2009 grassroots effort begun to save Wilcox Bridge from demolition
- 2010 preservation of Wilcox Bridge as a pedestrian crossing for recreation area started with Davidson County taking ownership
- Davidson County River Park dedicated in June of 2019
- 2021 planning begun on Spencer's Yadkin River Trailhead Park
- Early in 2022, recognized the magnitude of commercial/industrial/distribution potential in area initially identified as north of Longs Ferry Road, east of Salisbury Ave/US HWY 29, and west of I-85. (growth area has grown since that initial assessment)
 - Development activity advances on seven different projects
 - Began work with Rowan County on Longs Ferry Road corridor traffic study
 - Discussions begun on need for "small area plan" to plan for growth
- 2023 Spencer begins work on Yadkin River Trailhead Park
- May 2023, Rowan County Commissioners to consider awarding \$75,000 planning grant to Spencer

History of Area

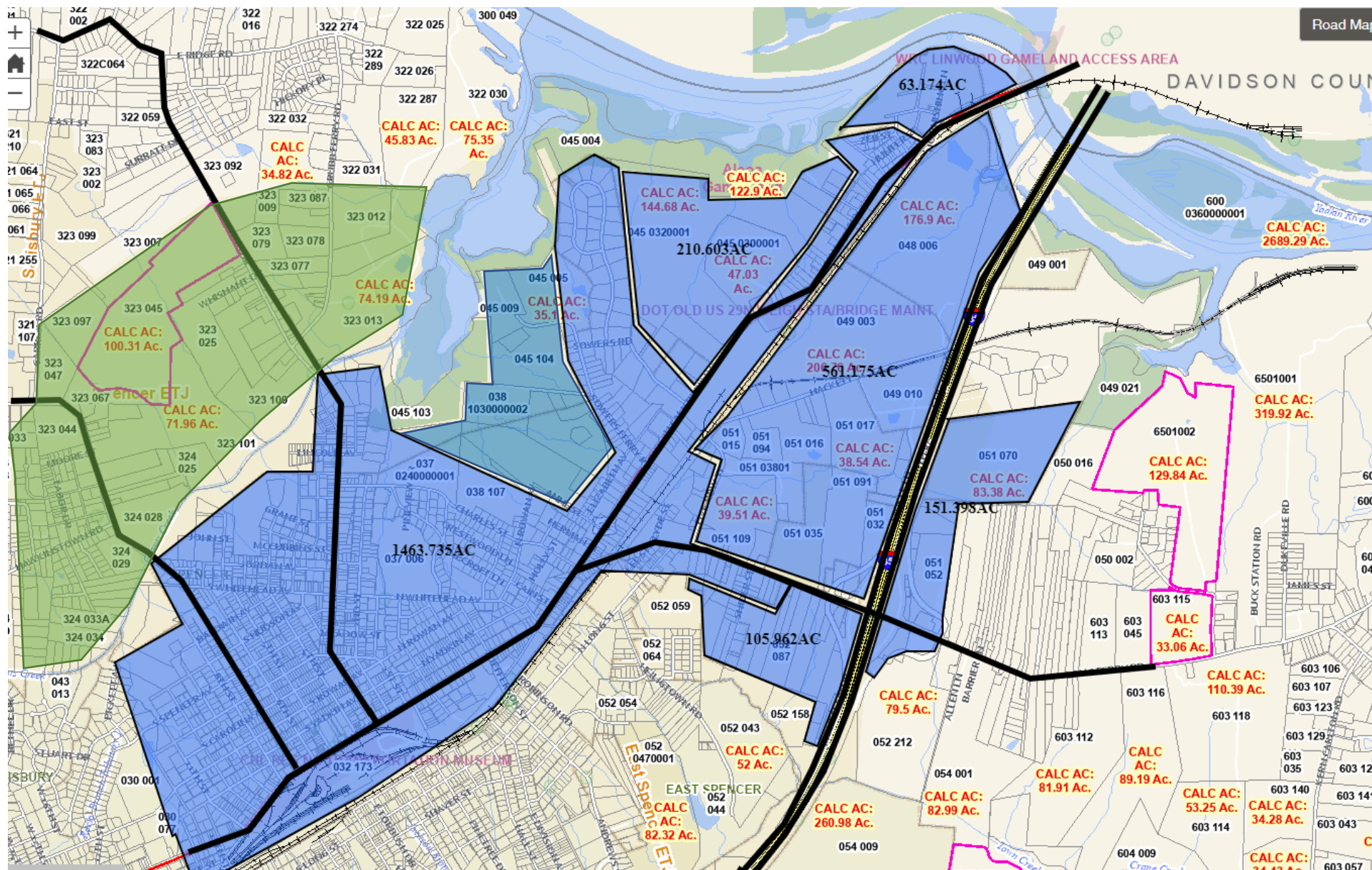


1903





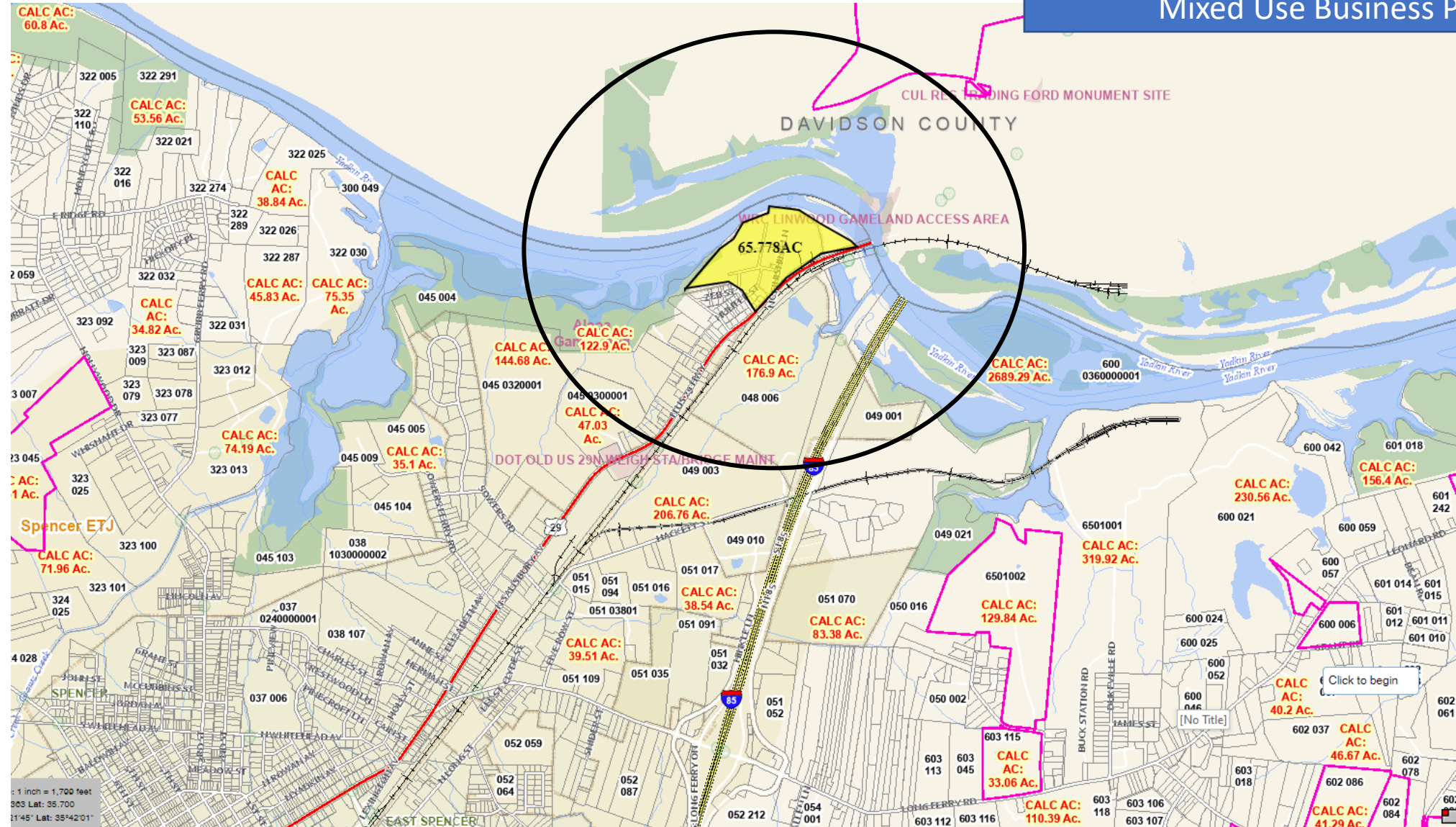
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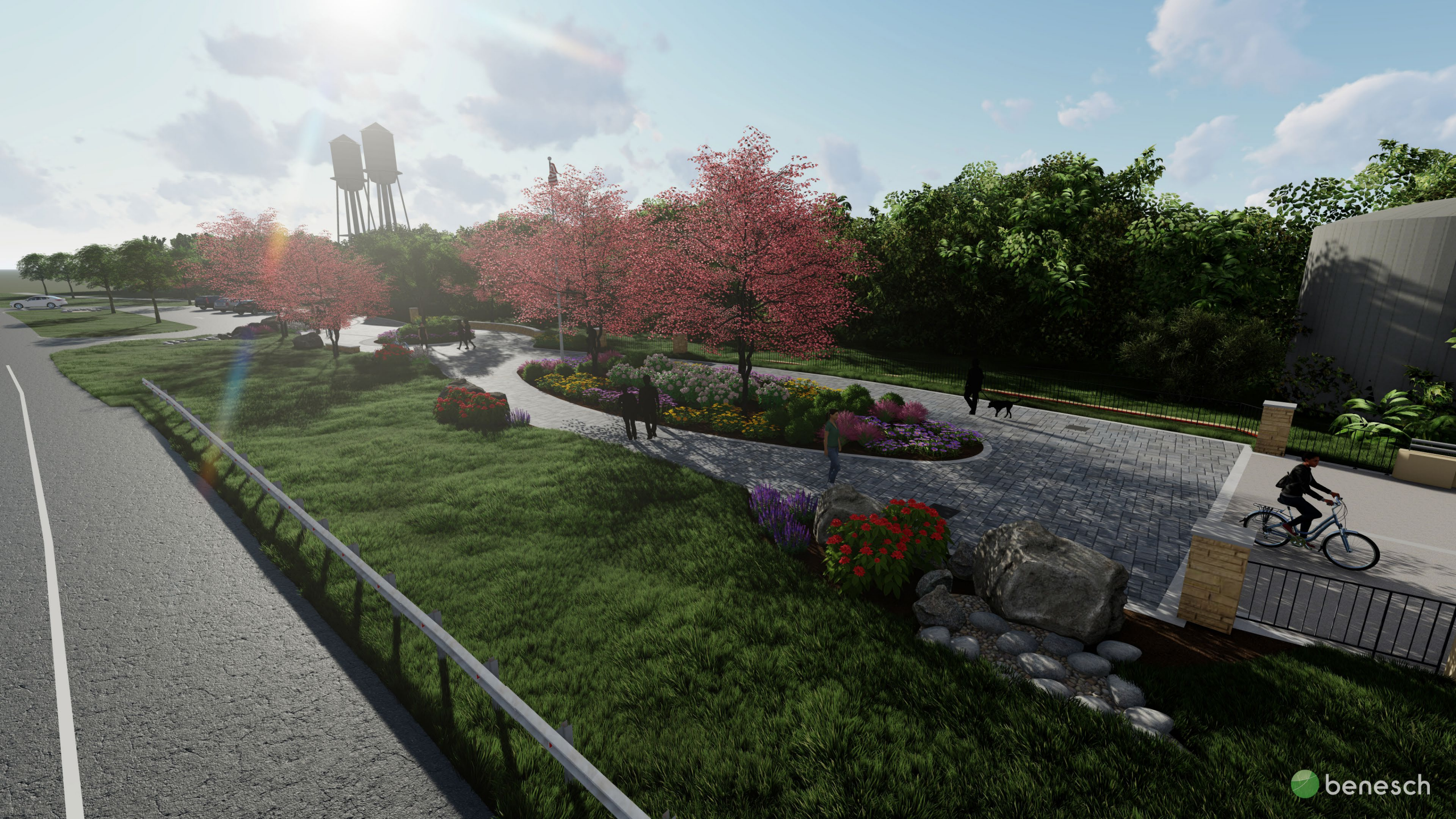


Future

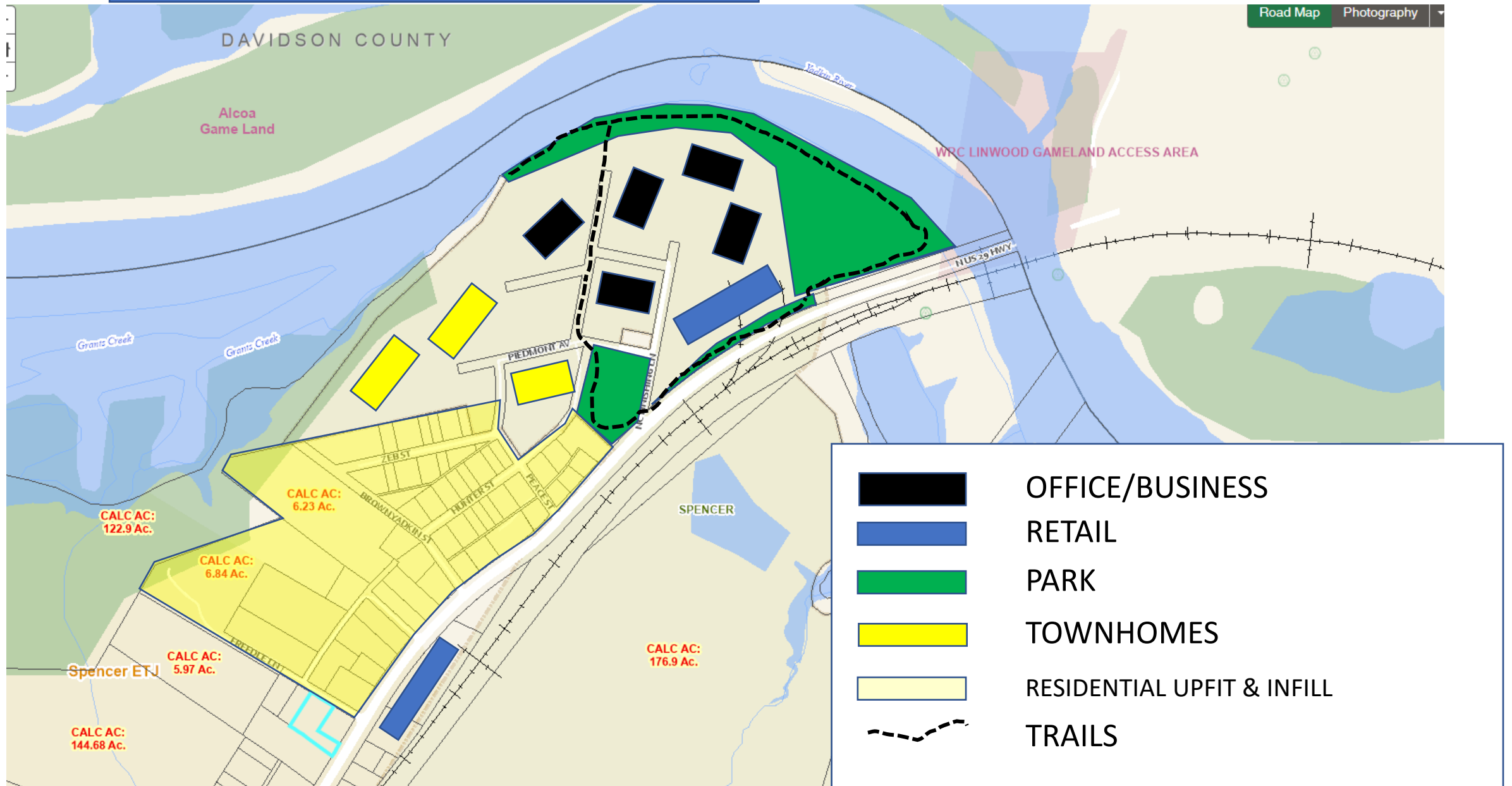
Focus of Planning Effort

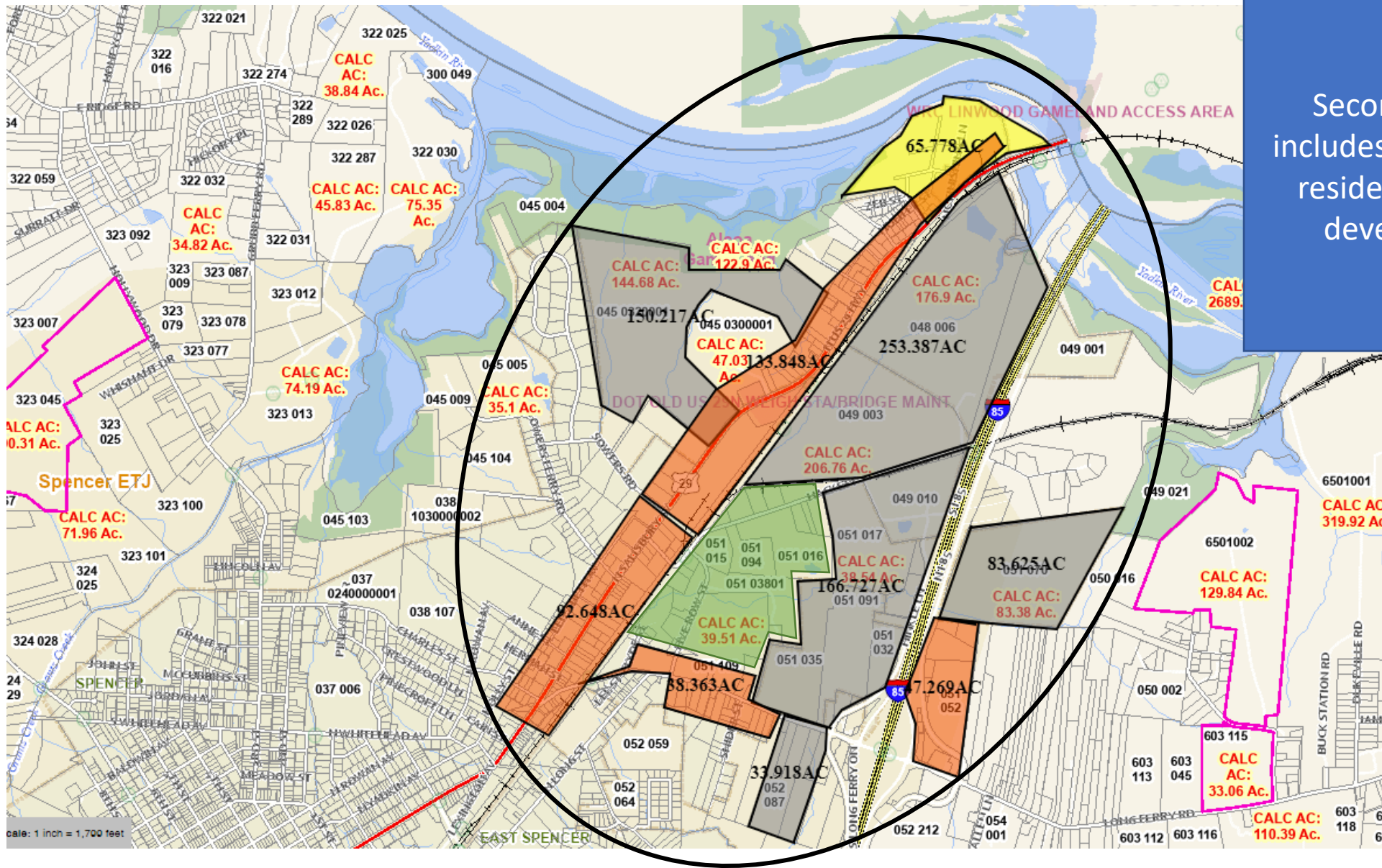
Primary Focus is Trailhead Park
&
Mixed Use Business Park





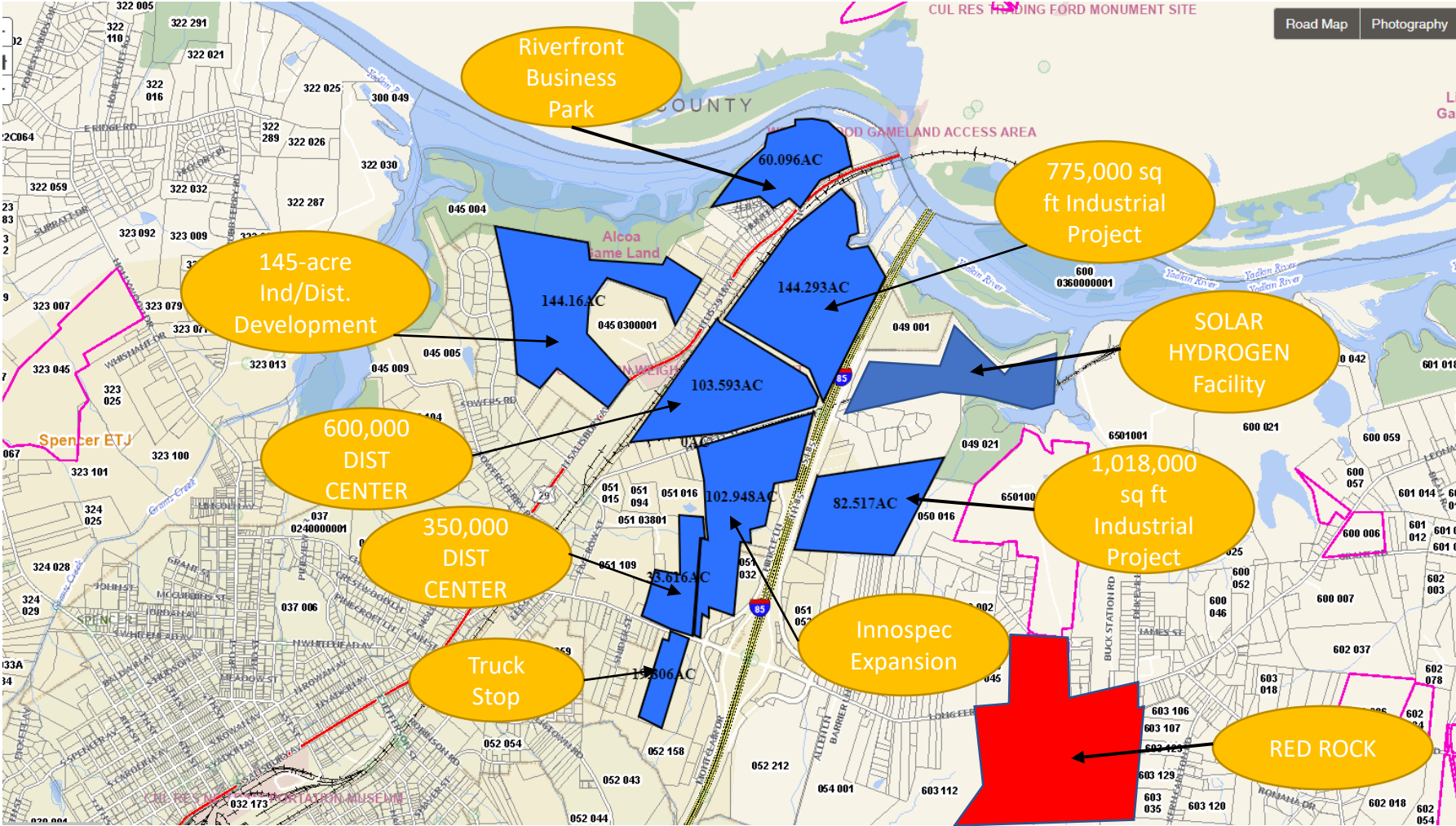
NC Finishing Co Property in the Future...



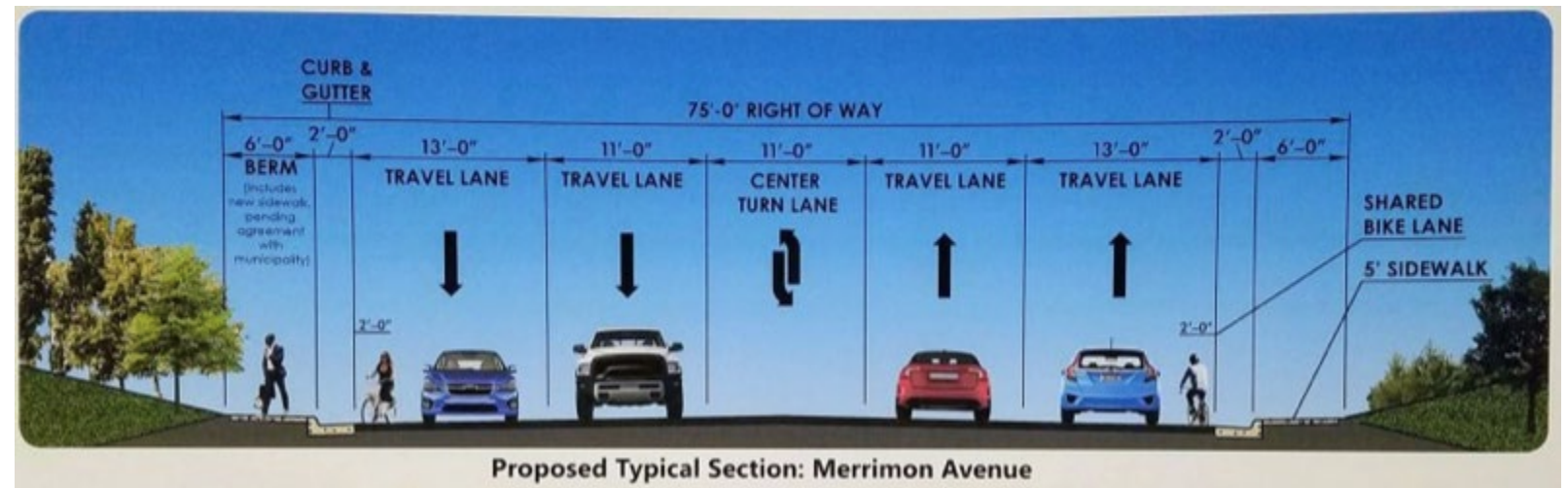


Secondary Planning Focus includes commercial, industrial, residential, and recreational development in corridor

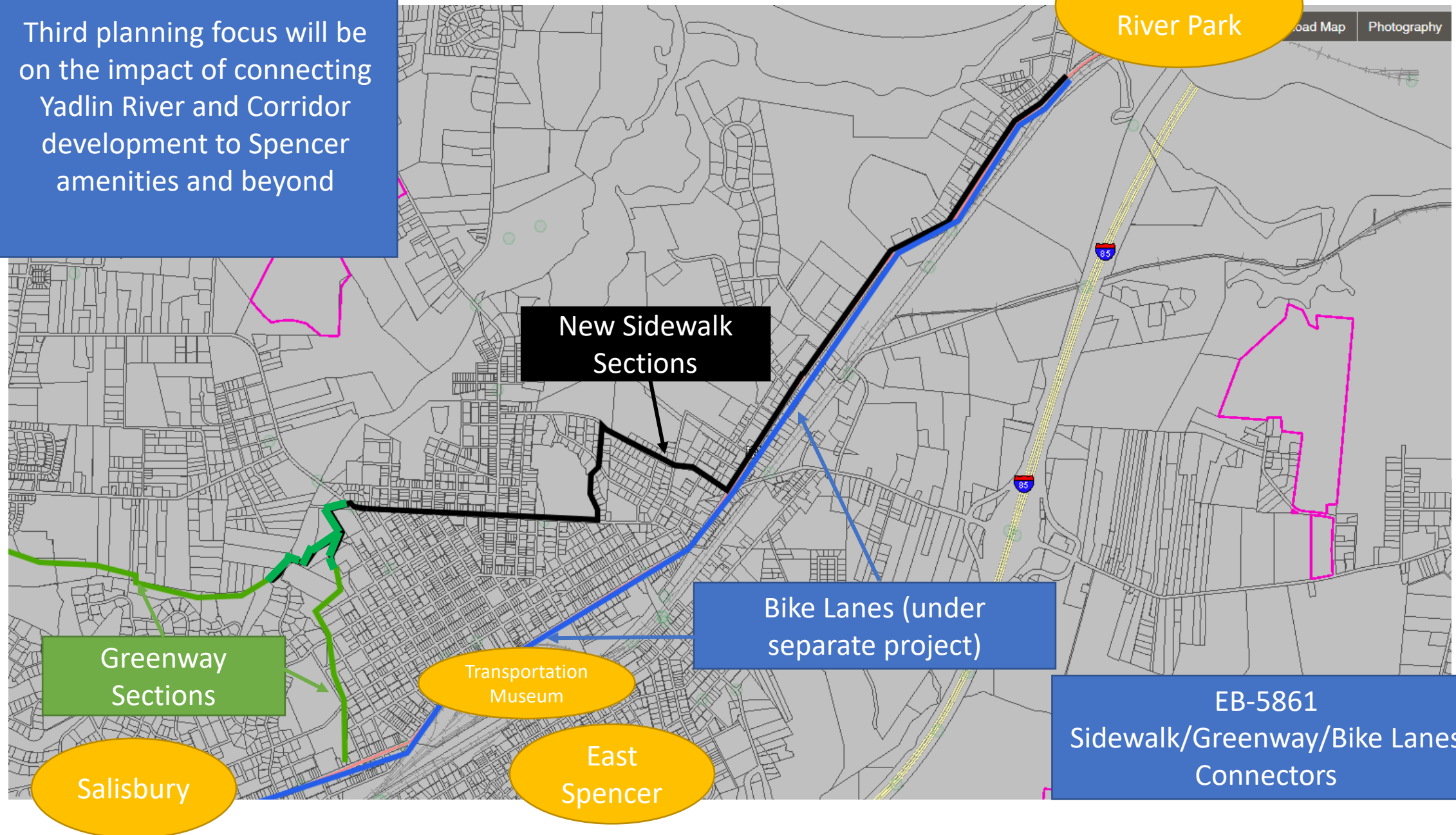
Other Projects in the Planning Stage



Longs Ferry Road



Third planning focus will be on the impact of connecting Yadkin River and Corridor development to Spencer amenities and beyond



Yadkin
River Park

New Sidewalk
Sections

Greenway
Sections

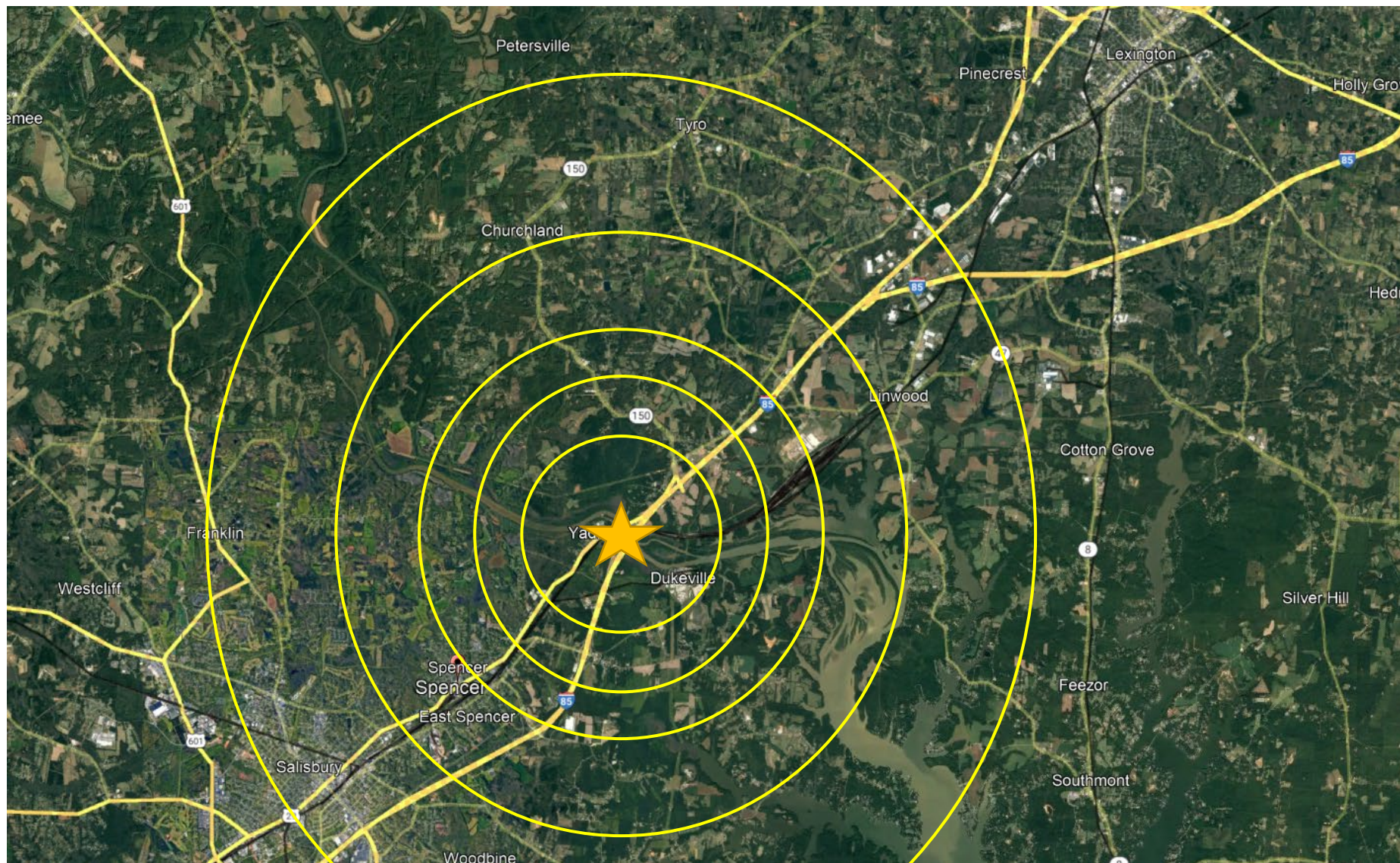
Salisbury

Transportation
Museum

East
Spencer

Bike Lanes (under
separate project)

EB-5861
Sidewalk/Greenway/Bike Lanes
Connectors



Fourth area of focus
will include regional
impact of Yadkin
River Park
Development

Next Steps:

1. Allow Mayor to sign interlocal agreement accepting \$75,000 planning grant from Rowan County
2. Manager and staff will select consultant to assist with planning process
3. Working with consultant, we will gather community input, examine available data, examine similar developments, etc.
4. Spencer/ North Rowan Development Master Plan will be drafted
5. Plan will be approved by Board of Aldermen
6. Plan will be used to guide staff actions as to future development
7. Plan will be used for future grant applications

NORTH CAROLINA

ROWAN COUNTY

INTERLOCAL AGREEMENT

This Interlocal Agreement (“Agreement”) is made this the ____ day of _____, 2023, by and between the County of Rowan, (“County”), a North Carolina body politic and the Town of Spencer (“Town”), a North Carolina body politic, as follows:

RECITALS:

WHEREAS, the Town of Spencer wishes to develop the Master Plan for Yadkin River Business and Recreational Park and Associated Projects (“Project”); and

WHEREAS, the continued economic growth and tourism development of the current and future businesses in the Yadkin River area is in the mutual interests of the parties hereto; and

WHEREAS, the County supports the effort to increase economic growth and tourism development in and through enhancements to the Yadkin River area and its infrastructure, including the Town’s undertaking of the Project; and

WHEREAS, the Town, as a “unit of local government” as that term is defined in NCGS 460A-460(2) is authorized to enter into Interlocal Agreements for the purposes expressed herein pursuant to NCGS 160A-461, including further authorization to enter into binding multi-year contracts or agreement pursuant to NCGS 159-13; and

WHEREAS, Rowan County and Spencer planning staffs have worked with various property owners and developers to most effectively and efficiently integrate individual planning efforts into a more cohesive small area plan, including a corridor traffic study of Long Ferry Road and plans for a new access road along I-85; and

WHEREAS, Spencer and Rowan County citizens will benefit from well planned and executed economic development efforts in the north Rowan area including industrial development along Long Ferry Road in a corridor mostly east of US HWY 29 and west of I-85, recreational development focused around the Yadkin River Trailhead Park, tourism development via new pedestrian trails, sidewalks and bike lanes connecting the riverfront development to the NC State Transportation Museum, The Stanback Educational Forest, and Spencer’s downtown amenities; and

WHEREAS, the Town intends to develop a Master Plan for Yadkin River Business and Recreational Park and Associated Projects (“Project”), including connection of the Yadkin River Business and Recreational Park to downtown business area, NC State Transportation Museum, and other Town amenities via NCDOT Project EB-5861; and

WHEREAS, the State of North Carolina General Assembly has appropriated from the State General Fund local project funding in the Current Operations Appropriations Act, Session Law 2022-74 (“SL 2022-74”) to Rowan County; and

WHEREAS, the Town desires to obtain from the County and the County desires to provide to the Town, certain funds to facilitate the Project as an Interlocal Agreement for developing the Master Plan and generating the anticipated economic growth and tourism development referenced hereinabove; and

WHEREAS, County is authorized to use funds for the purposes referenced in SL 2022-74; and

NOW THEREFORE, in consideration of the mutual promises contained herein the parties hereto agrees as follows:

1. County and Town each represent to the other that it has received the appropriate approvals of its respective board and that by signing below each is authorized to enter into this Interlocal Agreement and the same shall be valid and binding on each of them.
2. The County agrees:
 - a. To provide certain funds referenced in SL 2022-74 to the Town up to the amount of Seventy-five Thousand Dollars and No Cents (\$75,000) for purposes referenced herein.
3. The Town agrees that:
 - a. Funds referenced herein are to be used for nonsectarian, nonreligious purposes only.
 - b. No more than \$120,000 in State funds, including any interest earnings accruing from those funds, may be used for the annual salary of any individual employee of a nonprofit organization.
 - c. Interest earnings on funds shall be used for the same purposes for which the grant was made.
 - d. To submit reports and supporting documentation on financial and performance progress to the County as requested, in compliance with 9 N.C.A.C. Subchapter 3M.0205.
 - e. As a subrecipient of the above State funds, the Town agrees to provide to County a final accounting of all funds expended under this Interlocal Agreement to ensure compliance with SL 2022-74 pursuant to 9 N.C.A.C. Subchapter 3M.0205.
4. It is understood and agreed that the Town shall begin submitting qualified invoices received and approved by the Town to the County Director for Grants Administration & Governmental Relations for reimbursement upon commencement of the Project and upon periodic receipt of invoices from the Contractor which the parties anticipate will be prior to the end of Fiscal Year 2024.
5. Any and all costs of the Project exceeding Seventy Five Thousand Dollars and No Cents (\$75,000.00) shall be the exclusive responsibility of the Town. The Town hereby assures County and represents and warrants that it has sufficient funds on hand, restricted or otherwise, to complete the Project to the extent the Project exceeds the amount paid by County herein.
6. Responsibilities of the Parties:
 - a. County shall pay all qualified invoices within thirty (30) days of receipt from Town, provided the County has received such properly executed invoices together with any and all required supporting documentation required by the County to verify the invoiced amounts.
 - b. Town shall enter in its name into all contracts and agreements for services and construction related to the Project to advance the goals and objectives of this Agreement.
 - c. Town shall give County reasonable time and opportunity to review plans and costs of the Project.
 - d. Town shall insure compliance of its Contractors with Article 2 Chapter 64 of the North Carolina General Statutes.
 - e. Town will require its Contractors and Professional Service Providers to maintain and provide certificates of coverage for the following insurance coverage:
 - Commercial General Liability with minimum coverage of \$1,000,000.00 property and bodily injury;
 - Workers Compensation with minimum coverage per accident that is consistent with North Carolina General Statutes;

- Commercial Automobile Liability with minimum coverage of \$1,000,000.00 bodily injury for each person, each accident, and \$1,000,000.00 property damage, or \$1,000,000.00 combined single limit each occurrence/aggregate; and
- Professional Liability insurance under such terms as the County and Town shall mutually agree.

7. County, during the term hereof and for two (2) years after completion of the Project, shall have the right to audit, either itself or through an independent auditor at County's expense, all books and records related to the Project to evaluate compliance with Terms and Conditions hereof.
8. Either Party may terminate this Agreement for breach of its terms by the other Party provided the non-breaching Party has provided notice of such breach and the breach remains uncured for more than ten (10) days or a reasonable longer time consistent with time needed to cure the breach.

9. Notices to each Party:

Rowan County Manager
 130 West Innes Street
 Salisbury, NC 28144

Town of Spencer

10. This is the entire Agreement between the Parties, and the same may be executed in multiple originals. Any amendments to this Agreement must be in writing and approved by each Party's respective Boards.
11. This Agreement shall be governed by and construed in accordance with the laws of the State of North Carolina and venue for any and all actions arising out of this Agreement shall be Rowan County, North Carolina.
12. No delay or omission by either Party to exercise any right or power it has under this Agreement shall impair or be construed as a waiver of such right or power, nor shall any such omission or waiver of a covenant or breach operate as a waiver of any succeeding breach.
13. The invalidity of one or more of the provisions contained herein shall not affect the validity of the remaining portions of this Agreement so long as the material purposes of this Agreement can be determined and effectuated.

{Signature Page Follows}

IN WITNESS WHEREOF, each of the parties has duly executed this Interlocal Agreement to the develop the Master Plan for Yadkin River Business and Recreational Park and Associated Projects or caused this Interlocal Agreement to be duly executed by its authorized representative as of the date first written above.

COUNTY OF ROWAN

BY: _____

Its: Chairman, Rowan County Board of Commissioners

Attest:

Its: Clerk

TOWN OF SPENCER

BY: _____

Its: Mayor

This instrument has been pre-audited in the manner required by the Local Government and Fiscal Control Act.

Name: Anna Bumgarner
Rowan County Finance Director

This instrument has been pre-audited in the manner required by the Local Government and Fiscal Control Act.

Name: _____
Its: Finance Officer, Town of Spencer, NC



Monthly Activity Report

Planning, Zoning & Subdivision Administrator

April 2023

	<u>Location</u>	<u>Activity</u>	<u>Action</u>
3.27.23	Office	Draft planning small town charm presentation	Drafted PP presentation
3.30.23	2 nd st	Discussed tree pruning ordinance with property owner	Answered questions
3.31.23	Hackett St	Discussions with fisher lamb site developer	Answered questions
3.31.23	Hollywood	Commercial development questions	Answered questions
3.31.23	office	Planning Board Chair resigned	Discussion
3.31.23	Office	Yadkin Historical Foundation property transfer	Reviewed deed language
3.31.23	Hollywood dr	Electronic sign questions from church	Answered questions
3.31.23	Office	Reviewed mural committee recommendations	Offered comments
3.31.23	Longs Ferry	Questions on proposed truck wash facility	Answered questions
3.31.23	Hawkinstown Rd	Questions on townhome development	Review and comment
3.31.23	Willow Creek	Reviewed neyer project driveway permit	Reviewed
3.31.23	Hudson ave	Storage building questions	Answered questions
4.3.23	Hudson Ave	Zoning permit storage building	Issued permit
4.3.23	Office	Questions on lease policy for town property	Reviewed and responded
4.4.23	Office	Staff meeting	attended
4.4.23	Clyde st	Latest site plan for residential subdivision	Reviewed and commented
4.4.23	Rowan st	Code enforcement question	Answered question
4.4.23	Doll museum	Development plans	Reviewed and approved
4.4.23	7 th st	Fence and driveway questions	Answered questions

4.5.23	Office	Zoom meeting with ncdot on EB-5861	Participated
4.5.23	Office	Talked to consultant concerning design costs for EB-5861	Answered questions
4.5.23	Longs Ferry	Discussed clyde's corner development with NC Railroad rep	discussions
4.5.23	Hawkinstown loop	Questions on access to lots	Answered questions
4.6.23	Office	Community yard sale questions	Answered questions
4.6.23	Office	Beth nance meeting on park plaza sign issues	Attended
4.6.23	Office	Zoom meeting on current state legislation	Attended
4.6.23	All	Wayfinding sign package revision	Review and comment
4.6.23	Office	Pre-agenda meeting	Attended
4.10.23	Longs Ferry	Development of property (around solar farm)	Discussion
4.10.23	Clyde St	Final plat	Approved for construction
4.11.23	NC Finishing	Met with property owners about site cleanup need	Discussion
4.11.23	Office	Staff meeting	Attended
4.11.23	Historic dist	Questions about window replacement	Answered questions
4.11.23	Stanback forest	Question of control of motorized vehicles in park	Researched issue
4.11.23	Office	Johnson Development team meeting	Attended
4.11.23	US HWY 29	Questions about possible event center	Answered questions
4.11.23	Office	Board of Aldermen meeting	Attended
4.13.23	Hackett st	Review and approve building addition plans for Innospec	Reviewed and approved
4.13.23	Office	Reviewed liability insurance policy	Answered questions
4.13.23	Office	Short term rental questions from Skye	Provided information
4.13.23	Office	Questions from Salisbury planner on growth boundary proposal	Answered questions
4.13.23	Willow creek	Questions on property survey for east half of Fisher Lamb property	Answered questions
4.14.23	All	Traffic calming issue	Review and offer comments
4.14.23	7 th st	Fence questions	Answered questions
4.14.23	4 th st	Zoning permit for single family home	Issued permit

4.14.23	Hackett st	Zoning permit for Innospec building addition	Issued permit
4.18.23	Stanback Forest	Was chased by a pack of wild turtles	Realized it was just a dream
4.18.23	Office	C.O.R.E. survey	Submitted
4.18.23	Longs ferry/I-85	Met with retail developers buying NW corner property	Answered questions
4.19.23	Montclair	Questions about mini-storage unit development	Answered questions
4.19.23	Longs ferry	Utility and road questions on Johnson dev project	Discussions
4.19.23	Office	Drafted presentations on etj and burial issues	Drafted
4.19.23	Office	Posted advertisement for public hearings	Posted
4.20.23	Office	Questions on recombination plat	Answered questions
4.20.23	Office	Presentation on AG zoning text amendment	Drafted
4.21.23	Longs ferry	Corridor traffic study	Review and comment
4.21.23	Hackett st	Innospec annexation meeting	discussed
4.24.23	Long ferry	Comments from ncdot on rail separation issue	Discussions
4.24.23	Hackett st	Questions to EDC concerning county incentive policy	discussions
4.24.23	5 th st	Junked car complaint to james	Forwarded complaint
4.25.23	Office	Presentation for north Rowan planning grant	Drafted
4.25.23	3 rd st	Zoning permit for fence	Issued permit
4.25.23	EB-5861	Salisbury post questions on state funding request	Answered questions
4.25.23	All	Questions on removal of tree from private property	Answered questions
4.25.23	Office	Meeting for Stanback forest masterplan	Scheduled meeting
4.25.23	Office	Staff meeting	Attended
4.25.23	Office	Board of Aldermen called meeting	Attended
4.26.23	Montclair	Truckstop developer information on sewer needs and road coordination	Requested information
4.26.23	All	Jake Alexander Blvd extension concerns	Discussion
4.26.23	Office	Fisher lamb development team meeting on road and incentives	Discussion

4.26.23	3 rd st	Driveway permit questions	Answered questions
4.26.23	Longs ferry	“Charles St Bridge”	Preliminary design
4.26.23	Clyde st	Zoning permit questions for seven new single family homes	Answered questions
4.27.23	Office	Planning board meeting package	Compiled and distributed
4.27.23	All	Contacted Salisbury, east spencer and rowan county on etj issue	Emailed information
4.27.23	Hillcrest	Utility easement drawing	Signed
4.27.23	Clyde st	Final subdivision plat	Signed

May 2023 Monthly Report

Calls for Service-As of 3/28/2023-04/30/23.

Fire: 48

EMS: 60

Monthly Total: 108

2023 Total: 358

Apparatus:

- E751 is currently OOS. Rear air brake chamber has a leak. Expect repairs to be made 5/3/23.

Equipment:

- Received the 6 low-pressure fog nozzles purchased from grant funding-\$5,355.00.

Special Events:

- Coffee with the Chiefs- May 9th at 0900-Bojangles

Personnel:

- No Updates

Station:

- Finalized Conceptual Floorplans were presented for addition. Awaiting direction from the BOA.

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.

Activity Log Event Summary (Totals)

Spencer Police Department

(03/31/2023 - 04/28/2023)

<No Event Type Specified>	2	8th Street Ballpark Check	61
911 Hang-Up	7	Administrative Work	72
Alarm - Other	11	Animal Complaint	1
Assault - In-Progress	1	Assault - Report	2
Assault - Weapons Involved	2	Assist - East Spencer Police	18
Assist - EMS	3	Assist - Fire Department	12
Assist - Motorist/Public	5	Assist - Other Agency	3
Assist - Other Officer	26	Assist - Sheriff's Office	10
Business Check-Drive Through	167	Calls For Service (General)	6
Community Event	1	Court	3
Disturbance	8	Disturbance- Verbal	4
Disturbance-Physical	2	Domestic - Property Pick-up	4
Domestic Dispute	6	Domestic Violence	1
Drug Offense on School Property	1	Follow-up Investigation - Outside County	1
Follow-up Investigation- Spencer	9	Foot Patrol - Business	46
Found Property	1	Fraud - Report	3
House Check	3	Involuntary Commitment	4
Larceny - Report	7	Maintenance - Vehicle	11
Meeting	1	Missing Person	1
NCTM - Drive Through	117	NCTM - Foot Patrol	29
Noise Complaint	3	Norfolk Southern Railroad-Drive Through	1
Overdose	1	Park Check	86
Property Damage - Report	1	Public Service	11
School Check - NRES	55	School Check - NRHS	76
School Check - NRMS	51	Search	1
Security Check/Standby	6	Shots Fired	4
SRO Duties	34	Subpoena Service	9
Suspicious - Activity	6	Suspicious - Person	3
Suspicious - Vehicle	4	Traffic Accident - PD	8
Traffic Accident - PI	2	Traffic Complaint	2
Traffic Control	2	Traffic Enforcement	19
Training - PD	37	Training-Virtual Zoom Web-Ex, etc.	2
Trespassing - In-Progress	2	Trespassing - Report	1

Activity Log Event Summary (Totals)

Spencer Police Department

(03/31/2023 - 04/28/2023)

Unlock Vehicle	3	Vehicle Stop	54
Warrant Service	13	Welfare Check	3
Yadkin River Park Check - Davidson County	48	Yadkin River Park Check - Spencer	42

Total Number Of Events: 1,262



Code Enforcement Office

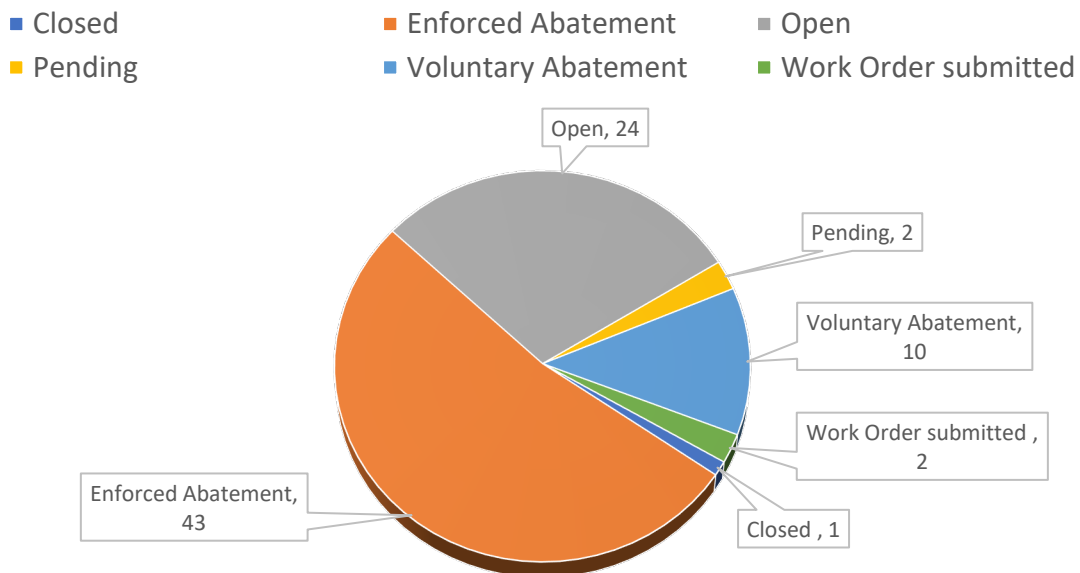
Monthly Report

April 2023 Highlights

- 82 total Cases, 26 Open, 54 Closed, 2 Pending
- Year to Date: 207 Cases
- Notice of Violations: 70
- Notice of Bill: 3
- Notice of Lien: 4
- Property Lien: \$250.00 314 N. Rowan Ave, Minimum Housing, Failing to Comply
- Work Orders Submitted: 7ea total

Completed: 3ea, In Progress: 1ea, Closed: 2ea, Awaiting Review: 1ea

April 2023 Total Cases: 82

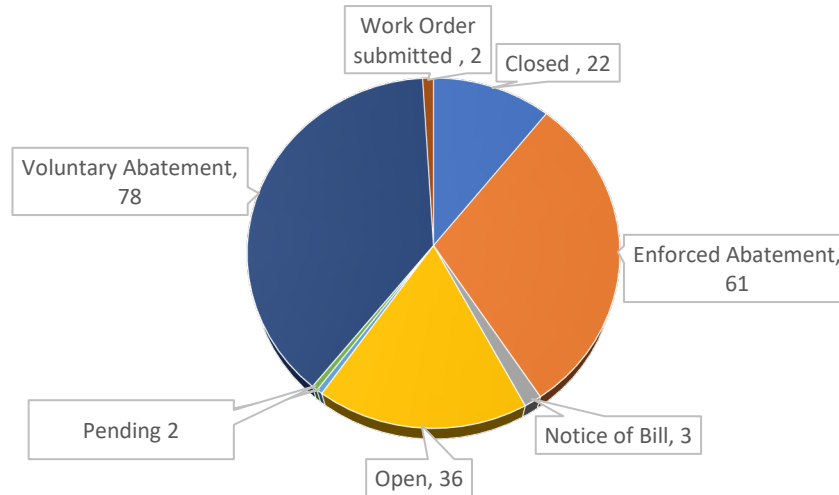




Code Enforcement Office

Year to Date Total: 207

- Closed
- Enforced Abatement
- Notice of Bill
- Open
- Pending
- Pending
- Voluntary Abatement
- Work Order submitted



MH - Minimum Housing / OL - Overgrown Lot / JV - Junk Vehicle / JP - Junk Pile / AC - Animal Control / IP - Illegal Parking / ZV - Zoning Violation / CM - Commercial Maintenance/

2023 Open Cases

Case Number	Address	Nature of Complaint	Violation Type
202300062	1101 3rd St	Parked on side of house	IP- Illegally Parked 72.04
202300095	707 N. Salisbury Av	Falling Fence	JP - Junk Pile 93.21
202300172	706 7th St	Pile of cut limbs by contractor on curb	JP - Junk Pile 93.22
202300161	402 S. Salisbury Ave	Trash around exterior	JP - Junk Pile 93.22
202300158	606 S. Carolina Ave	High Grass and Weeds	JP - Junk Pile 93.22
202300104	507 Meadow St	Trash Can not out of sight and bags left beside can causing trash to blow into neighbors yard	JP - Junk Pile 93.22
202300099	909 S Carolina Ave	Mattress on side of building at parking lot	JP - Junk Pile 93.22
202300085	504 1st st	Trash/debris in yard	JP - Junk Pile 93.22
202300079	705 B Salisbury Ave	Debris in front of House	JP - Junk Pile 93.22
202300105	700 4th St	Missing window on home	MH - Minimum Housing 160.53

Updated: April 28, 2023



Code Enforcement Office

202300097	501 1st St	Roof on storage building in need of repair	MH - Minimum Housing 160.53
202300063	314 N. Rowan Ave	Roof of garage with extreme sagging in the middle	MH - Minimum Housing 160.53
202300207	501 7th St	High Grass and Weeds	OL - Overgrowth Lot
202300208	500 N Salisbury Ave	High Grass and Weeds	OL - Overgrowth Lot
202300205	502 Pineview Dr	High Grass and Weeds	OL - Overgrowth Lot
202300206	112 2nd St.	High Grass and Weeds	OL - Overgrowth Lot
202300199	511 9th St	High Grass and Weeds	OL - Overgrowth Lot
202300200	206 Henderson St.	High Grass and Weeds	OL - Overgrowth Lot
202300201	400 Charles St.	High Grass and Weeds	OL - Overgrowth Lot
202300202	109 Charles St	High Grass and Weeds	OL - Overgrowth Lot
202300203	1009 3rd St.	High Grass and Weeds	OL - Overgrowth Lot
202300204	512 3rd St	High Grass and Weeds	OL - Overgrowth Lot
202300198	210 N Yadkin Ave	High Grass and Weeds	OL - Overgrowth Lot
202300188	416 N Salisbury Ave	High Grass and Weeds	OL - Overgrowth Lot
202300192	1101 3rd St.	High Grass and Weeds	OL - Overgrowth Lot
202300193	905 3rd St.	High Grass and Weeds	OL - Overgrowth Lot
202300195	913 2nd St.	High Grass and Weeds	OL - Overgrowth Lot
202300184	117 6th St	High Grass and Weeds	OL - Overgrowth Lot
202300185	904 S Salisbury Ave	High Grass and Weeds	OL - Overgrowth Lot
202300187	810 S. Iredell Ave	High Grass and Weeds	OL - Overgrowth Lot
202300178	906 S Iredell Ave	High Grass and Weeds	OL - Overgrowth Lot
202300173	113 7th St	High Grass and Weeds	OL - Overgrowth Lot
202300175	704 5th St	High Grass and Weeds	OL - Overgrowth Lot
202300170	708 4th St	High Grass and Weeds	OL - Overgrowth Lot
202300166	613 5th St	High Grass and Weeds	OL - Overgrowth Lot
202300118	611 S. Carolina Ave	High Grass and Weeds	OL - Overgrowth Lot
202300100	204 Cain St.	Swimming pool without fences	SP-Swimming Pool
202300101	110 Hillcrest Dr.	Swimming pool without fence around pool	SP-Swimming Pool



April 2023 Case Status Report

4/1/2023 - 4/28/2023

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

202300129	4/3/2023	Closed	4/4/2023	Phone Call	309 N. Yadkin Ave	Junk pile in the alleyway

Group Total: 1

Group: Enforced Abatement

202300197	4/20/2023	Enforced Abatement	4/21/2023	Site Visit	502 S Rowan Ave	High Grass and Weeds
202300196	4/20/2023	Enforced Abatement	4/21/2023	Site Visit	408 S Rowan Ave	High Grass and Weeds
202300194	4/20/2023	Enforced Abatement	4/27/2023	Site Visit	911 2nd St	High Grass and Weeds
202300191	4/20/2023	Enforced Abatement	4/21/2023	Site Visit	900 3rd St.	High Grass and Weeds
202300189	4/20/2023	Enforced Abatement	4/26/2023	Site Visit	305 Harrison St.	High Grass and Weeds
202300186	4/19/2023	Enforced Abatement	4/27/2023	Site Visit	401 W 17th St	High Grass and Weeds
202300183	4/18/2023	Enforced Abatement	4/24/2023	Site Visit	907 S Carolina Ave	High Grass and Weeds
202300181	4/17/2023	Enforced Abatement	4/24/2023	Site Visit	410 7th St	High Grass and Weeds
202300180	4/17/2023	Enforced Abatement	4/21/2023	Site Visit	600 S Carolina Ave	High Grass and Weeds
202300179	4/17/2023	Enforced Abatement	4/27/2023	Site Visit	510 S Carolina Ave	High Grass and Weeds
202300177	4/17/2023	Enforced Abatement	4/19/2023	Site Visit	901 S Iredell Ave	High Grass and Weeds
202300176	4/17/2023	Enforced Abatement	4/18/2023	Site Visit	711 5th St	High Grass and Weeds
202300174	4/14/2023	Enforced Abatement	4/20/2023	Site Visit	502 N Yadkin Ave	High Grass and Weeds

202300169	4/13/2023	Enforced Abatement	4/24/2023	Site Visit	605 4th St	High Grass and Weeds
202300168	4/13/2023	Enforced Abatement	4/17/2023	Site Visit	503 4th St	High Grass and Weeds
202300167	4/12/2023	Enforced Abatement	4/20/2023	Site Visit	413 S Hudson Ave	High Grass and Weeds
202300165	4/12/2023	Enforced Abatement	4/20/2023	Site Visit	206 W 17th St	High Grass and Weeds
202300164	4/12/2023	Enforced Abatement	4/18/2023	Site Visit	108 W 17th St	High Grass and Weeds
202300162	4/11/2023	Enforced Abatement	4/20/2023	Site Visit	304 Sowers Ferry Rd.	High Grass and Weeds
202300160	4/11/2023	Enforced Abatement	4/17/2023	Site Visit	911 S Spencer Ave	High Grass and Weeds
202300159	4/11/2023	Enforced Abatement	4/27/2023	Site Visit	116 11th St	High Grass and Weeds
202300157	4/10/2023	Enforced Abatement	4/17/2023	Site Visit	604 S. Carolina Ave	High Grass and Weeds
202300156	4/10/2023	Enforced Abatement	4/21/2023	Phone Call	400 Jordan Ave	High Grass and Weeds
202300155	4/10/2023	Enforced Abatement	4/20/2023	Site Visit	213 N Rowan Ave	High Grass and Weeds
202300154	4/6/2023	Enforced Abatement	4/10/2023	Site Visit	505 N Salisbury Ave	High Grass and Weeds
202300153	4/6/2023	Enforced Abatement	4/13/2023	Site Visit	200 Cain St.	High Grass and Weeds
202300152	4/6/2023	Enforced Abatement	4/14/2023	Site Visit	112 Cain St	High Grass and Weeds
202300151	4/6/2023	Enforced Abatement	4/17/2023	Site Visit	1105 2nd St.	High Grass and Weeds
202300150	4/6/2023	Enforced Abatement	4/13/2023	Site Visit	1105 Charles St.	High Grass and Weeds
202300149	4/6/2023	Enforced Abatement	4/13/2023	Site Visit	1103 Charles St	High Grass and Weeds
202300148	4/6/2023	Enforced Abatement	4/13/2023	Site Visit	1102 Charles St	High Grass and Weeds
202300147	4/6/2023	Enforced Abatement	4/13/2023	Site Visit	816 5th St	High Grass and Weeds
202300145	4/6/2023	Enforced Abatement	4/10/2023	Site Visit	200 S Rowan Ave	High Grass and Weeds
202300144	4/6/2023	Enforced Abatement	4/13/2023	Site Visit	301 S Hudson Ave	High Grass and Weeds
202300143	4/5/2023	Enforced Abatement	4/18/2023	Site Visit	210 N Salisbury Ave	High Grass and Weeds

202300142	4/5/2023	Enforced Abatement	4/18/2023	Site Visit	208 N Salisbury Ave	High Grass and Weeds
202300141	4/5/2023	Enforced Abatement	4/10/2023	Site Visit	208 W Newton St	High Grass and Weeds
202300138	4/4/2023	Enforced Abatement	4/10/2023	Site Visit	206 S Rowan Ave	High Grass and Weeds
202300137	4/4/2023	Enforced Abatement	4/10/2023	Site Visit	204 S. Rowan Ave	High Grass and Weeds
202300134	4/4/2023	Enforced Abatement	4/19/2023	Site Visit	709 7th St	High Grass and Weeds
202300133	4/4/2023	Enforced Abatement	4/10/2023	Site Visit	409 7th St	High Grass and Weeds
202300131	4/4/2023	Enforced Abatement	4/10/2023	Site Visit	104 Baldwin Ave Extension	High Grass and Weeds
202300130	4/4/2023	Enforced Abatement	4/10/2023	Site Visit	800 4th St	High Grass and Weeds
202300128	3/28/2023	Enforced Abatement	4/3/2023	Site Visit	1053 3rd St	High Grass and Weeds
202300127	3/28/2023	Enforced Abatement	4/6/2023	Site Visit	1054 3rd St	High Grass
202300126	3/31/2023	Enforced Abatement	4/12/2023	Site Visit	601 4th St	High Grass and Weeds
202300125	3/30/2023	Enforced Abatement	4/14/2023	Site Visit	423 N Salisbury Ave	High Grass and Weeds
202300124	3/29/2023	Enforced Abatement	4/17/2023	Site Visit	307 S Rowan Ave	High Grass and Weeds
202300123	3/29/2023	Enforced Abatement	4/3/2023	Site Visit	612 3rd St	High Grass and Weeds
202300120	3/29/2023	Enforced Abatement	4/10/2023	Site Visit	511 S Yadkin Ave	High Grass and Weeds
202300119	3/29/2023	Enforced Abatement	4/19/2023	Site Visit	508 S Yadkin Ave	High Grass and Weeds
202300117	3/27/2023	Enforced Abatement	4/17/2023	Site Visit	909 S Carolina Ave	Junk Pile
202300116	3/27/2023	Enforced Abatement	4/20/2023	Site Visit	412 S Carolina Ave	Refrigerator left out on front porch
202300114	3/27/2023	Enforced Abatement	4/3/2023	Site Visit	808 5th St	High Grass and Weeds
202300113	3/27/2023	Enforced Abatement	4/5/2023	Site Visit	805 5th St	High grass and weeds
202300106	3/16/2023	Enforced Abatement	4/11/2023	Site Visit	700 4th St	High Grass

Group Total: 56

Group: Notice of Bill

202300122	3/29/2023	Notice of Bill	4/21/2023	Site Visit	216 N Rowan Ave	High Grass and Weeds

Group Total: 1**Group: Notice of Lien**

202300112	3/24/2023	Notice of Lien	4/28/2023	Site Visit	610 S. Yadkin Ave.	High Grass and Weeds
202300111	3/24/2023	Notice of Lien	4/28/2023	Site Visit	204 S Iredell	High Grass and Weeds

Group Total: 2**Group: Open**

202300208	4/27/2023	Open	4/27/2023	Site Visit	500 N Salisbury Ave	High Grass and Weeds
202300207	4/27/2023	Open	4/27/2023	Site Visit	501 7th St	High Grass and Weeds
202300206	4/26/2023	Open	4/26/2023	Site Visit	112 2nd St.	High Grass and Weeds
202300205	4/26/2023	Open	4/26/2023	Site Visit	502 Pineview Dr	High Grass and Weeds
202300204	4/25/2023	Open	4/25/2023	Site Visit	512 3rd St	High Grass and Weeds
202300203	4/25/2023	Open	4/25/2023	Site Visit	1009 3rd St.	High Grass and Weeds
202300202	4/25/2023	Open	4/25/2023	Site Visit	109 Charles St	High Grass and Weeds
202300201	4/25/2023	Open	4/25/2023	Site Visit	400 Charles St.	High Grass and Weeds
202300200	4/25/2023	Open	4/25/2023	Site Visit	206 Henderson St.	High Grass and Weeds
202300199	4/25/2023	Open	4/25/2023	Site Visit	511 9th St	High Grass and Weeds
202300198	4/24/2023	Open	4/24/2023	Site Visit	210 N Yadkin Ave	High Grass and Weeds
202300195	4/20/2023	Open	4/20/2023	Site Visit	913 2nd St.	High Grass and Weeds
202300193	4/20/2023	Open	4/20/2023	Site Visit	905 3rd St.	High Grass and Weeds
202300192	4/20/2023	Open	4/20/2023	Site Visit	1101 3rd St.	High Grass and Weeds
202300188	4/20/2023	Open	4/20/2023	Site Visit	416 N Salisbury Ave	High Grass and Weeds
202300187	4/19/2023	Open	4/19/2023	Site Visit	810 S. Iredell Ave	High Grass and Weeds
202300185	4/19/2023	Open	4/19/2023	Site Visit	904 S Salisbury Ave	High Grass and Weeds
202300184	4/19/2023	Open	4/19/2023	Site Visit	117 6th St	High Grass and Weeds
202300178	4/17/2023	Open	4/17/2023	Site Visit	906 S Iredell Ave	High Grass and Weeds

202300175	4/14/2023	Open	4/14/2023	Site Visit	704 5th St	High Grass and Weeds
202300173	4/14/2023	Open	4/14/2023	Site Visit	113 7th St	High Grass and Weeds
202300172	4/14/2023	Open	4/14/2023	Phone Call	706 7th St	Pile of cut limbs by contractor on curb
202300170	4/13/2023	Open	4/13/2023	Site Visit	708 4th St	High Grass and Weeds
202300161	4/11/2023	Open	4/11/2023	Portal Complaint	402 S. Salisbury Ave	Trash around exterior

Group Total: 24

Group: Pending

202300210	4/28/2023	Pending	4/28/2023	Portal Complaint	200 S Salisbury Avenue	(As a side note, if you Google this address the New Edge property shows these types of violations right on the Google Street view) I may not be completely up to date on what transpired at the town meetings regarding this property but it had been my prior understanding that vehicles in various states of disrepair were not to be left in front of 9r beside the property. Additionally, the "junk" both on the front porch and the 2nd street facings side of the building would not be allowed to remain if this were a resident property. This is tires, car seats, other car parts. If the town has made an exception for this property please advise. Otherwise, how is this permissible when a residence would be cited for it?
202300209	4/28/2023	Pending	4/28/2023	Phone Call	611 4th St	Chickens and Roosters

Group Total: 2

Group: Voluntary Abatement

202300190	4/20/2023	Voluntary Abatement	4/25/2023	Portal Complaint	902 4th St	High Grass
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202300182	4/18/2023	Voluntary Abatement	4/25/2023	Site Visit	904 3rd St	High Grass and Weeds
202300171	4/13/2023	Voluntary Abatement	4/21/2023	Site Visit	712 4th St	High Grass and Weeds
202300163	4/11/2023	Voluntary Abatement	4/26/2023	Site Visit	115 Herman St.	High Grass and Weeds
202300146	4/6/2023	Voluntary Abatement	4/6/2023	Site Visit	508 2nd St	High Grass and Weeds
202300140	4/4/2023	Voluntary Abatement	4/6/2023	Site Visit	602 S Carolina Ave	Pile of construction debris on side of road
202300139	4/4/2023	Voluntary Abatement	4/6/2023	Site Visit	208 S. Rowan Ave	High Grass and Weeds
202300136	4/4/2023	Voluntary Abatement	4/6/2023	Site Visit	506 2nd St	High Grass and Weeds
202300135	4/4/2023	Voluntary Abatement	4/6/2023	Site Visit	504 2nd St	High Grass and Weeds
202300132	4/4/2023	Voluntary Abatement	4/5/2023	Site Visit	500 7th St	High Grass and Weeds
202300115	3/27/2023	Voluntary Abatement	4/3/2023	Site Visit	810 4th St	High Grass and Weeds
202300110	3/24/2023	Voluntary Abatement	4/11/2023	Site Visit	510 S Yadkin Ave	High Grass
202300089	2/23/2023	Voluntary Abatement	4/6/2023	Phone Call	1515 S. Salisbury Ave #15	Water leak causing mold and a bad smell

Group Total: 13

Group: Work Order submitted

202300166	4/12/2023	Work Order submitted	4/28/2023	Site Visit	613 5th St	High Grass and Weeds
202300158	4/10/2023	Work Order submitted	4/25/2023	Site Visit	606 S. Carolina Ave	High Grass and Weeds

Group Total: 2

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Total Records: 101

4/28/2023

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date: 05/9/2022

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>

May 2023 Board of Alderman Meeting

- 1) Regular services (Sanitation, Brush, and Mowing) are running on schedule.
- 2) The Leaf Vac has stopped running until fall, so all leaves and small debris have to be placed in bags until we begin running the vac again in October.
- 3) We will be observing the Memorial Day holiday on May 29th. All Town Offices will be closed, and trash will follow the schedule listed below.

Memorial Day	Monday May 29th	*** Monday will run on Tuesday (May 30th) ** Tuesday will run on Wednesday (May 31st) *** Wednesday will run on Thursday (June 1st)
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- 4) Our Spring Mulch Give-away was held on April 15th, for the citizens of Spencer. We delivered 29 loads to residents here in Town, and several came to get mulch in their own vehicles. This is one of the largest we have had since before the pandemic, and we enjoyed delivering the mulch and speaking with the residents. We still have mulch available, so if anyone wants some, please let Us or Town Hall know.

Mulch Fee Schedule

In-Town

John Deere	\$3 per bucket
Backhoe	\$5 per bucket

Out of Town

John Deere	\$7 per bucket
Backhoe	\$10 per bucket

IN TOWN DELIVERY

Small Truck (Chevy)(3 scoops delivered)	\$25.00
Large Truck (International)(5 scoops delivered)	\$35.00

- 5) We have completed the installation of the water hydrant at the Yadkin River Park. All inspections have gone well so far, and this hydrant should be in service soon. **A very big THANK YOU to Alderman Miller for helping us get this installed.**
- 6) We reconditioned two downtown planters this month, the one at 3rd Street and Salisbury Ave., and the other one at 6th Street and Salisbury Ave. Both of these planters were overrun with weeds, so we removed all of the existing dirt, rebuilt them from ground up and reused the existing plants to complete the project. **Another big THANK YOU to Alderman Miller for his help to make this possible.**
- 7) We have completed re-graveling some of our unpaved Streets this spring. We recovered Anne Street, the last two blocks of 6th Street, Lexington Avenue and Meroney Street. We will get the remainder of the gravel Streets done with next years Powell Bill allotment.
- 8) We have had numerous meetings with Kimley-Horn to finalize our bid packet for the spring paving. We should have the finalized packet and put the project out to bid within the next week.
- 9) It seems that spring keeps coming earlier every year. This spell of warm weather has really got the weeds going, so we have been doing a great deal of spraying this month. We have almost finished our first round all through Town and will be closely monitoring when to start the second.
- 10) **CCAP update:**
We have received several of the Authorization forms, and have been in contact with the residents to get the rest, so we can file for the construction permits. The one parcel that we were leaving out is now interested, so we are working together to be able to do the entire length from Pickett Avenue to the creek connector. Once permits are filed, then we select a contractor to begin the project.

11) **Since last report:**

There were 5 mowing abatements issued this month.

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

Monthly Events:

May 14th	- Mother's Day
May 29th	- Memorial Day Holiday

Town of Spencer

Fiscal Period - FY 2022-23 Date Range - 2022-07-01 - 2023-04-27

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	\$9,504.44	\$0.00	\$5,804.44	257
10-3194-000 TAXES, 3RD PRIOR YR	\$3,200.00	\$3,200.00	\$0.00	\$1,811.22	\$0.00	\$1,388.78	57
10-3195-000 TAXES, 2ND PRIOR YR	\$8,000.00	\$8,000.00	\$0.00	\$4,795.21	\$0.00	\$3,204.79	60
10-3196-000 TAXES, FIRST PRIOR Y	\$39,000.00	\$39,000.00	\$0.00	\$12,090.14	\$0.00	\$26,909.86	31
10-3197-100 AD VALOREM TAXES CUR	\$1,475,094.00	\$1,475,094.00	\$0.00	\$1,482,618.08	\$0.00	\$7,524.08	101
10-3197-101 AD VALOREM TAXES VEH	\$156,167.00	\$156,167.00	\$0.00	\$101,514.66	\$0.00	\$54,652.34	65
10-3197-180 TAX INTEREST & PENAL	\$15,000.00	\$15,000.00	\$0.00	\$10,859.97	\$0.00	\$4,140.03	72
10-3231-000 1% SALES TAX (ART 39	\$362,118.00	\$393,028.00	\$0.00	\$259,710.96	\$31,514.15	\$133,317.04	66
10-3232-000 1/2% SALES TAX (ART	\$226,639.00	\$235,584.00	\$0.00	\$160,111.28	\$18,572.57	\$75,472.72	68
10-3233-000 1/2% SALES TAX (ART	\$178,446.00	\$185,490.00	\$0.00	\$127,995.70	\$15,514.83	\$57,494.30	69
10-3235-000 1/2% SALES TAX (ART	\$310,033.00	\$322,270.00	\$0.00	\$219,809.61	\$25,606.35	\$102,460.39	68
10-3317-004 STATE DRUG SEIZURE R	\$0.00	\$0.00	\$0.00	\$13.33	\$0.00	\$13.33	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	\$97,490.25	\$0.00	\$97,509.75	50
10-3326-000 SOLID WASTE DISPOSAL	\$2,587.00	\$2,587.00	\$0.00	\$1,949.60	\$622.97	\$637.40	75
10-3431-000 COURT, PKG FEES, REP	\$2,000.00	\$2,000.00	\$0.00	\$477.50	\$90.00	\$1,522.50	24
10-3437-000 FIRST RESPONDER FEES	\$4,020.00	\$4,020.00	\$0.00	\$3,350.00	\$335.00	\$670.00	83
10-3438-000 ROWAN-SALIS SCHOOLS	\$134,518.00	\$134,518.00	\$0.00	\$134,518.93	\$0.00	\$0.93	100
10-3439-000 NCTM PAYMENTS	\$29,247.00	\$29,247.00	\$0.00	\$21,935.97	\$2,437.33	\$7,311.03	75
10-3491-000 ZONING FEES	\$8,000.00	\$8,000.00	\$0.00	\$11,830.50	\$330.00	\$3,830.50	148
10-3491-001 LIEN PAYMENTS	\$9,000.00	\$33,000.00	\$0.00	\$40,912.33	\$0.00	\$7,912.33	124
10-3500-510 SOL/WASTE COLLECTION	\$220,000.00	\$220,000.00	\$0.00	\$152,445.63	(\$622.97)	\$67,554.37	69
10-3500-550 YARD WASTE SALES	\$1,000.00	\$1,000.00	\$0.00	\$1,366.00	\$444.00	\$366.00	137
10-3831-000 INVESTMENT EARNINGS	\$16,800.00	\$64,800.00	\$0.00	\$72,764.81	\$0.00	\$7,964.81	112
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	\$6,000.00	\$0.00	\$23,885.00	\$0.00	\$17,885.00	398
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	\$12,196.21	\$0.00	\$1,803.79	87
10-3838-000 INSURANCE REIMBURSEM	\$0.00	\$0.00	\$0.00	\$2.00	\$0.00	\$2.00	0
10-3839-000 MISCELLANEOUS REVENU	\$30,000.00	\$30,000.00	\$0.00	\$251.59	\$5.00	\$29,748.41	1
10-3839-001 CIVIL CITATIONS - PO	\$100.00	\$100.00	\$0.00	\$700.00	\$0.00	\$600.00	700
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
10-3841-000 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	\$285,000.00	\$0.00	\$0.00	\$0.00	\$285,000.00	0
10-3985-000 FEDERAL GRANT - ARPA	\$586,000.00	\$586,000.00	\$0.00	\$514,026.08	\$0.00	\$71,973.92	88
10-3985-002 OTHER GRANTS	\$975.00	\$17,401.00	\$0.00	\$35,000.00	\$0.00	\$17,599.00	201
10-3985-003 GRANTS-STANBACK FORE	\$0.00	\$0.00	\$0.00	\$4,855.17	\$0.00	\$4,855.17	0
10-3985-004 STATE GRANTS	\$0.00	\$315,251.00	\$0.00	\$24,487.92	\$0.00	\$290,763.08	8
10-3991-000 APPROPRIATED FUND BA	\$320,000.00	\$569,196.00	\$0.00	\$0.00	\$0.00	\$569,196.00	0
10-3991-001 APPROPRIATED CAPITAL	\$197,673.00	\$309,321.00	\$0.00	\$0.00	\$0.00	\$309,321.00	0
0000-10-Revs	\$4,874,339.00	\$5,710,996.00	\$0.00	\$3,545,780.09	\$94,849.23	\$2,314,931.09	62

Town of Spencer

Fiscal Period - FY 2022-23 Date Range - 2022-07-01 - 2023-04-27

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	\$20,562.50	\$2,056.25	\$4,112.50	83
10-4110-181 FICA	\$1,888.00	\$1,888.00	\$0.00	\$1,573.50	\$157.35	\$314.50	83
10-4110-191 SERVICES-ACCOUNTING	\$12,875.00	\$21,812.00	\$0.00	\$21,812.00	\$0.00	\$0.00	100
10-4110-192 SERVICES-LEGAL	\$27,500.00	\$27,500.00	\$0.00	\$9,625.00	\$0.00	\$17,875.00	35
10-4110-194 CONTRACT SERVICES	\$35,000.00	\$75,356.00	\$34,314.00	\$35,894.75	\$21,743.75	\$5,147.25	48
10-4110-212 UNIFORMS	\$280.00	\$280.00	\$0.00	\$247.63	\$247.63	\$32.37	88
10-4110-299 SUPPLIES AND MATERIA	\$1,200.00	\$1,000.00	\$0.00	\$345.29	\$0.00	\$654.71	35
10-4110-311 TRAVEL	\$4,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0
10-4110-321 TELEPHONE & INTERNET	\$539.00	\$539.00	\$0.00	\$404.10	\$44.90	\$134.90	75
10-4110-395 TRAINING	\$2,900.00	\$1,900.00	\$475.00	\$550.06	(\$877.15)	\$874.94	29
10-4110-451 INSURANCE-PROP/GEN/P	\$2,710.00	\$2,710.00	\$0.00	\$2,710.00	\$0.00	\$0.00	100
10-4110-491 DUES AND SUBSCRIPTIO	\$11,238.00	\$11,988.00	\$299.80	\$11,952.60	\$0.00	(\$264.40)	100
10-4110-570 CO-LAND	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4110-610 COMMUNITY APPEARANCE	\$12,000.00	\$22,000.00	\$5,300.00	\$7,200.00	\$2,500.00	\$9,500.00	33
10-4110-620 HISTORIC PRESERVATIO	\$13,300.00	\$13,300.00	\$0.00	\$0.00	\$0.00	\$13,300.00	0
10-4110-631 ROWAN COUNTY TAX COL	\$16,052.00	\$16,052.00	\$0.00	\$14,541.33	(\$461.05)	\$1,510.67	91
10-4110-640 TOURISM AND EVENTS	\$26,000.00	\$29,900.00	\$145.50	\$30,717.24	\$1,100.15	(\$962.74)	103
10-4110-930 TRANSFER TO CAPITAL	\$0.00	\$324,938.00	\$0.00	\$308,321.00	\$0.00	\$16,617.00	95
10-4110-999 CONTINGENCIES	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
4110-10-GOVERNING BODY	\$267,157.00	\$576,838.00	\$40,534.30	\$466,457.00	\$26,511.83	\$69,846.70	88

Town of Spencer

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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	\$248,224.00	\$0.00	\$160,429.31	\$17,687.85	\$87,794.69	65
10-4130-127 SALARIES/WAGES-BONUS	\$4,000.00	\$3,300.00	\$0.00	\$2,000.00	\$0.00	\$1,300.00	61
10-4130-181 FICA	\$21,478.00	\$17,478.00	\$0.00	\$12,128.54	\$1,323.85	\$5,349.46	69
10-4130-182 RETIREMENT	\$34,197.00	\$32,297.00	\$0.00	\$17,365.26	\$1,994.42	\$14,931.74	54
10-4130-183 GROUP INSURANCE	\$45,669.00	\$45,669.00	\$0.00	\$22,362.08	\$2,190.03	\$23,306.92	49
10-4130-184 401K CONTRIBUTION	\$12,960.00	\$12,960.00	\$0.00	\$6,346.69	\$740.26	\$6,613.31	49
10-4130-185 WORKERS COMPENSATION	\$524.00	\$524.00	\$0.00	\$308.95	\$0.00	\$215.05	59
10-4130-186 UNEMPLOYMENT	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0
10-4130-193 MEDICAL SERVICES	\$2,765.00	\$2,765.00	\$0.00	\$2,801.50	\$578.00	(\$36.50)	101
10-4130-194 CONTRACT SERVICES	\$130,009.00	\$168,769.00	\$22,349.75	\$157,363.39	\$11,901.34	(\$10,944.14)	93
10-4130-198 SERVICES-ENGINEERING	\$25,000.00	\$25,000.00	\$0.00	\$6,800.00	\$0.00	\$18,200.00	27
10-4130-211 JANITORIAL SUPPLIES	\$900.00	\$1,150.00	\$308.48	\$821.67	\$0.00	\$19.85	71
10-4130-212 UNIFORMS	\$320.00	\$320.00	\$0.00	\$296.43	\$296.43	\$23.57	93
10-4130-260 SUPPLIES-OFFICE	\$3,000.00	\$3,300.00	\$0.00	\$3,218.65	\$376.66	\$81.35	98
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	\$897.02	\$281.28	\$2,102.98	30
10-4130-311 TRAVEL	\$3,250.00	\$3,250.00	\$432.00	\$1,882.10	\$47.16	\$935.90	58
10-4130-321 TELEPHONE AND INTERN	\$6,052.00	\$6,052.00	\$0.00	\$5,364.30	\$368.19	\$687.70	89
10-4130-325 POSTAGE	\$4,014.00	\$4,014.00	\$0.00	\$1,134.87	\$185.40	\$2,879.13	28
10-4130-331 UTILITIES	\$23,200.00	\$23,200.00	\$0.00	\$24,333.10	\$2,377.41	(\$1,133.10)	105
10-4130-341 PRINTING	\$800.00	\$800.00	\$0.00	\$351.32	\$0.00	\$448.68	44
10-4130-351 MAINTENANCE-BUILDING	\$2,500.00	\$21,300.00	\$5,457.60	\$11,617.57	\$555.50	\$4,224.83	55
10-4130-370 ADVERTISING	\$2,000.00	\$2,000.00	\$120.69	\$4,382.80	\$135.00	(\$2,503.49)	219
10-4130-394 CLEANING SERVICES	\$0.00	\$0.00	\$0.00	(\$137.50)	\$0.00	\$137.50	0
10-4130-395 TRAINING	\$4,800.00	\$4,800.00	\$335.00	\$1,527.34	\$0.00	\$2,937.66	32
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	\$534.00	\$3,059.49	\$578.44	\$3,303.51	44
10-4130-440 MAINTENANCE CONTRACT	\$20,464.00	\$20,464.00	\$3,854.21	\$17,011.23	\$616.58	(\$401.44)	83
10-4130-441 LICENSE FEE	\$26,651.00	\$29,810.00	\$3,159.00	\$23,405.38	\$0.00	\$3,245.62	79
10-4130-451 INSURANCE-PROP/GEN/P	\$8,337.00	\$8,337.00	\$0.00	\$10,478.38	\$0.00	(\$2,141.38)	126
10-4130-453 INSURANCE - BONDS	\$550.00	\$550.00	\$0.00	\$550.00	\$0.00	\$0.00	100
10-4130-491 DUES AND SUBSCRIPTIO	\$1,813.00	\$1,813.00	\$0.00	\$910.54	\$0.00	\$902.46	50
10-4130-499 MISCELLANEOUS	\$1,000.00	\$1,000.00	\$0.00	\$1,651.91	\$748.95	(\$651.91)	165
10-4130-550 CAP. OUTLAY-OTHER EQ	\$0.00	\$52,200.00	\$0.00	\$0.00	\$0.00	\$52,200.00	0
10-4130-710 PRINICIPAL	\$68,340.00	\$68,340.00	\$0.00	\$68,339.21	\$0.00	\$0.79	100
10-4130-720 INTEREST	\$60,057.00	\$60,057.00	\$0.00	\$60,056.79	\$0.00	\$0.21	100
10-4130-999 CREDIT CARD CHARGES	\$0.00	\$0.00	\$0.00	(\$900.00)	\$0.00	\$900.00	0
4130-10-ADMINISTRATION	\$827,206.00	\$884,740.00	\$36,550.73	\$628,158.32	\$42,982.75	\$220,030.95	75

Town of Spencer

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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	\$746,677.00	\$0.00	\$494,002.10	\$56,292.57	\$252,674.90	66
10-4310-122 SALARIES/WAGES-OVERT	\$5,000.00	\$7,400.00	\$0.00	\$7,266.78	\$872.32	\$133.22	98
10-4310-126 PART-TIME/TEMPORARY	\$4,385.00	\$4,385.00	\$0.00	\$2,312.00	\$0.00	\$2,073.00	53
10-4310-127 SALARIES/WAGES-BONUS	\$12,800.00	\$11,600.00	\$0.00	\$11,600.00	\$0.00	\$0.00	100
10-4310-131 SUPPLEMENTAL LAW RET	\$7,135.00	\$7,135.00	\$0.00	\$5,631.63	\$546.76	\$1,503.37	79
10-4310-181 FICA	\$54,298.00	\$55,938.00	\$0.00	\$38,337.87	\$4,241.88	\$17,600.13	69
10-4310-182 RETIREMENT	\$90,729.00	\$93,429.00	\$0.00	\$66,995.70	\$7,400.76	\$26,433.30	72
10-4310-183 GROUP INSURANCE	\$141,508.00	\$132,218.00	\$0.00	\$93,390.90	\$7,920.44	\$38,827.10	71
10-4310-184 401K CONTRIBUTION	\$34,634.00	\$37,234.00	\$0.00	\$25,215.64	\$2,847.67	\$12,018.36	68
10-4310-185 WORKERS COMPENSATION	\$16,848.00	\$14,048.00	\$0.00	\$9,894.47	\$0.00	\$4,153.53	70
10-4310-193 SERVICES-MEDICAL	\$3,395.00	\$4,095.00	\$0.00	\$1,820.00	\$50.00	\$2,275.00	44
10-4310-194 CONTRACT SERVICES	\$12,750.00	\$18,738.00	\$3,750.00	\$7,700.18	\$0.00	\$7,287.82	41
10-4310-212 UNIFORMS	\$11,400.00	\$14,780.00	\$3,775.00	\$10,836.12	\$150.09	\$168.88	73
10-4310-213 SUPPLIES-SAFETY	\$1,900.00	\$1,900.00	\$0.00	\$266.12	\$86.44	\$1,633.88	14
10-4310-251 MOTOR FUEL AND LUBRI	\$35,000.00	\$35,000.00	\$6,633.77	\$24,073.91	\$0.00	\$4,292.32	69
10-4310-260 SUPPLIES-OFFICE	\$2,000.00	\$2,000.00	\$0.00	\$1,127.57	\$140.66	\$872.43	56
10-4310-291 SUPPLIES-DATA PROCES	\$12,641.00	\$5,460.00	\$0.00	\$5,457.16	\$239.96	\$2.84	100
10-4310-296 SUPPLIES-MEDICAL	\$990.00	\$990.00	\$0.00	\$149.95	\$149.95	\$840.05	15
10-4310-299 SUPPLIES AND MATERIA	\$11,640.00	\$11,640.00	\$1,402.80	\$5,093.40	\$2,288.88	\$5,143.80	44
10-4310-311 TRAVEL	\$1,500.00	\$1,600.00	\$0.00	\$1,586.65	\$0.00	\$13.35	99
10-4310-321 TELEPHONE AND INTERN	\$16,652.00	\$16,652.00	\$0.00	\$11,557.39	\$257.43	\$5,094.61	69
10-4310-329 OTHER COMMUNICATION	\$4,000.00	\$4,000.00	\$0.00	\$3,641.76	\$330.00	\$358.24	91
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	\$0.00	\$856.60	\$473.85	\$1,643.40	34
10-4310-353 MAINTENANCE-VEHICLES	\$8,000.00	\$4,980.00	\$1,690.00	\$1,486.33	\$119.46	\$1,803.67	30
10-4310-370 ADVERTISING	\$0.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0
10-4310-395 TRAINING	\$8,100.00	\$4,897.00	\$0.00	\$1,759.66	\$0.00	\$3,137.34	36
10-4310-440 MAINTENANCE CONTRACT	\$24,948.00	\$25,158.00	\$583.62	\$24,572.39	\$759.09	\$1.99	98
10-4310-441 LICENSE FEE	\$3,204.00	\$3,204.00	\$0.00	\$3,204.00	\$0.00	\$0.00	100
10-4310-451 INSURANCE-PROP/GEN/P	\$14,269.00	\$16,719.00	\$0.00	\$14,562.26	\$0.00	\$2,156.74	87
10-4310-452 INSURANCE-VEHICLES	\$14,360.00	\$14,360.00	\$0.00	\$14,360.00	\$0.00	\$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	\$1,700.00	\$0.00	\$238.64	\$17.73	\$1,461.36	14
10-4310-540 CO-VEHICLES	\$76,487.00	\$187,922.00	\$100,094.92	\$39,972.25	\$1,951.65	\$47,854.83	21
10-4310-550 CAP.OUTLAY-OTHER EQU	\$14,926.00	\$54,838.00	\$0.00	\$16,168.00	\$0.00	\$38,670.00	29
4310-10-POLICE OPERATIONS	\$1,383,674.00	\$1,546,807.00	\$117,930.11	\$945,137.43	\$87,137.59	\$483,739.46	69

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	\$154,264.72	\$16,575.28	\$43,418.28	78
10-4340-122 OVERTIME	\$0.00	\$25,400.00	\$0.00	\$22,992.00	\$745.57	\$2,408.00	91
10-4340-126 PART-TIME/TEMPORARY	\$147,000.00	\$147,000.00	\$0.00	\$108,062.17	\$8,409.63	\$38,937.83	74
10-4340-127 SALARIES/WAGES-BONUS	\$8,800.00	\$8,800.00	\$0.00	\$8,800.00	\$0.00	\$0.00	100
10-4340-181 FICA	\$26,052.00	\$27,995.00	\$0.00	\$22,354.75	\$1,943.23	\$5,640.25	80
10-4340-182 RETIREMENT	\$21,638.00	\$24,544.00	\$0.00	\$21,419.08	\$1,914.61	\$3,124.92	87
10-4340-183 GROUP INSURANCE	\$29,460.00	\$30,730.00	\$0.00	\$21,477.55	\$916.67	\$9,252.45	70
10-4340-184 401K CONTRIBUTION	\$9,398.00	\$7,598.00	\$0.00	\$7,882.25	\$649.66	(\$284.25)	104
10-4340-185 WORKERS COMPENSATION	\$11,174.00	\$10,564.00	\$0.00	\$6,561.07	\$0.00	\$4,002.93	62
10-4340-194 CONTRACT SERVICES	\$4,754.00	\$4,754.00	\$0.00	\$1,160.00	\$0.00	\$3,594.00	24
10-4340-211 JANITORIAL SUPPLIES	\$1,200.00	\$1,300.00	\$0.00	\$1,211.48	\$187.45	\$88.52	93
10-4340-212 UNIFORMS	\$7,055.00	\$14,655.00	\$0.00	\$4,757.27	\$0.00	\$9,897.73	32
10-4340-213 SUPPLIES-SAFETY	\$22,035.00	\$22,035.00	\$1,000.00	\$11,184.54	\$0.00	\$9,850.46	51
10-4340-230 SUPPLIES-EDUCATIONAL	\$6,000.00	\$6,000.00	\$0.00	\$1,119.27	\$0.00	\$4,880.73	19
10-4340-251 MOTOR FUEL AND LUBRI	\$8,000.00	\$12,200.00	\$874.07	\$9,813.91	\$0.00	\$1,512.02	80
10-4340-260 SUPPLIES-OFFICE	\$1,500.00	\$1,500.00	\$0.00	\$784.27	\$157.18	\$715.73	52
10-4340-291 SUPPLIES-DATA PROCES	\$2,075.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0
10-4340-296 SUPPLIES-MEDICAL	\$2,000.00	\$3,000.00	\$0.00	\$2,952.99	\$47.91	\$47.01	98
10-4340-299 SUPPLIES AND MATERIA	\$6,200.00	\$6,200.00	\$0.00	\$3,288.77	\$0.00	\$2,911.23	53
10-4340-311 TRAVEL	\$1,800.00	\$1,800.00	\$0.00	\$1,554.61	\$0.00	\$245.39	86
10-4340-321 TELEPHONE AND INTE	\$8,280.00	\$8,280.00	\$0.00	\$5,897.92	\$375.25	\$2,382.08	71
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	\$6,737.36	\$663.50	\$1,262.64	84
10-4340-351 MAINTENANCE-BUILDING	\$15,000.00	\$15,000.00	\$0.00	\$2,048.28	\$141.94	\$12,951.72	14
10-4340-352 MAINTENANCE-EQUIPMEN	\$4,000.00	\$19,000.00	\$0.00	\$11,543.58	\$5,988.33	\$7,456.42	61
10-4340-353 MAINTENANCE-VEHICLES	\$18,000.00	\$22,837.00	\$1,961.00	\$19,514.69	\$100.68	\$1,361.31	85
10-4340-354 MAINTENANCE-GROUNDS	\$500.00	\$11,263.00	\$0.00	\$10,763.00	\$0.00	\$500.00	96
10-4340-395 TRAINING	\$6,800.00	\$10,600.00	\$325.00	\$1,326.62	\$45.59	\$8,948.38	13
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	\$1,620.85	\$140.40	\$967.15	63
10-4340-441 LICENSE FEE	\$3,365.00	\$3,465.00	\$0.00	\$3,454.10	\$0.00	\$10.90	100
10-4340-451 INSURANCE-PROP/GEN/P	\$5,844.00	\$5,844.00	\$0.00	\$5,844.00	\$0.00	\$0.00	100
10-4340-452 INSURANCE - VEHICLES	\$5,503.00	\$5,503.00	\$0.00	\$5,503.00	\$0.00	\$0.00	100
10-4340-491 DUES AND SUBSCRIPTIO	\$2,100.00	\$2,200.00	\$0.00	\$2,195.88	\$0.00	\$4.12	100
10-4340-499 MISCELLANEOUS	\$1,000.00	\$1,000.00	\$0.00	\$666.56	\$0.00	\$333.44	67
10-4340-540 CO-VEHICLES	\$0.00	\$53,407.00	\$51,854.27	\$0.00	\$0.00	\$1,552.73	0
10-4340-550 CO-EQUIPMENT	\$0.00	\$26,525.00	\$15,318.98	\$0.00	\$0.00	\$11,206.02	0
10-4340-560 CO-BUILDING AND IMPR	\$245,000.00	\$74,850.00	\$0.00	\$75,054.57	\$17,260.01	(\$204.57)	100
10-4340-750 LEASE PAYMENTS	\$18,251.00	\$18,251.00	\$0.00	\$18,250.71	\$0.00	\$0.29	100
4340-10-FIRE OPERATIONS	\$859,055.00	\$844,371.00	\$71,333.32	\$582,061.82	\$56,262.89	\$190,975.86	77

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	\$99,492.05	\$10,050.10	\$70,346.95	59
10-4510-122 SALARIES/WAGES-OVERT	\$1,500.00	\$2,000.00	\$0.00	\$1,890.33	\$575.80	\$109.67	95
10-4510-126 PART-TIME/TEMPORARY	\$15,112.00	\$15,112.00	\$0.00	\$11,150.79	\$1,066.06	\$3,961.21	74
10-4510-127 SALARIES/WAGES-BONUS	\$3,960.00	\$3,960.00	\$0.00	\$3,900.00	(\$168.82)	\$60.00	98
10-4510-181 FICA	\$13,708.00	\$12,708.00	\$0.00	\$8,294.73	\$827.03	\$4,413.27	65
10-4510-182 RETIREMENT	\$20,076.00	\$19,076.00	\$0.00	\$12,812.22	\$1,273.68	\$6,263.78	67
10-4510-183 GROUP INSURANCE	\$46,119.00	\$45,019.00	\$0.00	\$29,581.80	\$2,487.01	\$15,437.20	66
10-4510-184 401K CONTRIBUTION	\$7,846.00	\$5,846.00	\$0.00	\$4,160.24	\$443.18	\$1,685.76	71
10-4510-185 WORKERS COMPENSATION	\$8,370.00	\$6,370.00	\$0.00	\$4,916.07	\$0.00	\$1,453.93	77
10-4510-194 CONTRACTED SERVICES	\$0.00	\$239,745.00	\$60,539.40	\$0.00	\$0.00	\$179,205.60	0
10-4510-211 JANITORIAL SUPPLIES	\$750.00	\$750.00	\$0.00	\$609.35	\$0.00	\$140.65	81
10-4510-212 UNIFORMS	\$3,750.00	\$3,750.00	\$0.00	\$3,167.26	\$397.32	\$582.74	84
10-4510-213 SUPPLIES-SAFETY	\$2,250.00	\$2,250.00	\$0.00	\$890.02	\$0.00	\$1,359.98	40
10-4510-251 MOTOR FUEL AND LUBRI	\$18,000.00	\$21,000.00	\$1,246.55	\$17,757.82	\$2,948.65	\$1,995.63	85
10-4510-260 SUPPLIES-OFFICE	\$250.00	\$250.00	\$0.00	\$93.88	\$0.00	\$156.12	38
10-4510-291 SUPPLIES-DATA PROCES	\$1,075.00	\$100.00	\$0.00	\$31.25	\$0.00	\$68.75	31
10-4510-299 SUPPLIES AND MATERIA	\$5,000.00	\$5,000.00	\$0.00	\$4,269.74	\$166.98	\$730.26	85
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	\$1,550.34	\$139.98	\$621.66	71
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	\$38,172.07	\$3,716.63	\$3,327.93	92
10-4510-351 MAINTENANCE-BUILDING	\$4,000.00	\$4,000.00	\$0.00	\$2,941.12	\$0.00	\$1,058.88	74
10-4510-352 MAINTENANCE-EQUIPMEN	\$4,000.00	\$4,000.00	\$0.00	\$2,610.37	\$58.62	\$1,389.63	65
10-4510-353 MAINTENANCE-VEHICLES	\$8,000.00	\$8,000.00	\$600.00	\$5,110.62	\$1,206.06	\$2,289.38	64
10-4510-354 MAINTENANCE GROUNDS	\$1,000.00	\$13,000.00	\$0.00	\$2,035.00	\$0.00	\$10,965.00	16
10-4510-356 MAINTENANCE-STREETS	\$2,500.00	\$2,285.00	\$149.70	\$160.00	\$0.00	\$1,975.30	7
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	\$731.80	\$98.00	\$268.20	73
10-4510-451 INSURANCE-PRO/GEN/PR	\$3,895.00	\$3,895.00	\$0.00	\$3,895.00	\$0.00	\$0.00	100
10-4510-452 INSURANCE - VEHICLES	\$2,506.00	\$2,711.00	\$0.00	\$2,710.59	\$0.00	\$0.41	100
10-4510-499 MISCELLANEOUS	\$1,600.00	\$1,600.00	\$0.00	\$901.57	\$0.00	\$698.43	56
10-4510-540 CO-VEHICLES	\$36,169.00	\$38,767.00	\$0.00	\$38,407.62	\$0.00	\$359.38	99
10-4510-580 CO-INFRASTRUCTURE	\$120,000.00	\$120,000.00	\$0.00	\$11,996.25	\$0.00	\$108,003.75	10
4510-10-STREETS OPERATIONS	\$546,397.00	\$796,155.00	\$62,535.65	\$314,239.90	\$25,286.28	\$419,379.45	47

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	\$154,554.91	\$18,210.09	\$49,862.09	76
10-4710-122 SALARIES/WAGES-OVERT	\$1,500.00	\$1,500.00	\$0.00	\$1,959.30	\$896.30	(\$459.30)	131
10-4710-127 SALARIES/WAGES-BONUS	\$4,360.00	\$2,860.00	\$0.00	\$2,800.00	\$0.00	\$60.00	98
10-4710-181 FICA	\$15,151.00	\$15,151.00	\$0.00	\$11,414.39	\$1,386.11	\$3,736.61	75
10-4710-182 RETIREMENT	\$24,123.00	\$24,123.00	\$0.00	\$19,597.03	\$2,333.90	\$4,525.97	81
10-4710-183 GROUP INSURANCE	\$54,667.00	\$54,667.00	\$0.00	\$38,810.82	\$2,496.12	\$15,856.18	71
10-4710-184 401K CONTRIBUTION	\$6,639.00	\$6,639.00	\$0.00	\$4,851.20	\$672.85	\$1,787.80	73
10-4710-185 WORKERS COMPENSATION	\$9,230.00	\$6,230.00	\$0.00	\$5,420.14	\$0.00	\$809.86	87
10-4710-194 CONTRACT SERVICES	\$16,832.00	\$17,532.00	\$4,994.58	\$12,500.00	\$0.00	\$37.42	71
10-4710-211 JANITORIAL SUPPLIES	\$500.00	\$500.00	\$0.00	\$350.00	\$0.00	\$150.00	70
10-4710-212 UNIFORMS	\$2,750.00	\$3,750.00	\$0.00	\$3,722.21	\$275.80	\$27.79	99
10-4710-213 SAFETY SUPPLIES	\$1,500.00	\$1,500.00	\$0.00	\$311.98	\$0.00	\$1,188.02	21
10-4710-230 SUPPLIES-EDUCATIONAL	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0
10-4710-251 MOTOR FUEL AND LUBRI	\$14,000.00	\$14,000.00	\$497.70	\$11,119.20	\$1,965.76	\$2,383.10	79
10-4710-299 SUPPLIES AND MATERIA	\$11,650.00	\$11,650.00	\$0.00	\$11,275.00	\$0.00	\$375.00	97
10-4710-321 TELEPHONE AND INTERN	\$1,292.00	\$1,292.00	\$0.00	\$1,000.92	\$55.38	\$291.08	77
10-4710-352 MAINTENANCE-EQUIPMEN	\$3,950.00	\$3,950.00	\$0.00	\$2,662.12	\$0.00	\$1,287.88	67
10-4710-353 MAINTENANCE-VEHILCES	\$5,000.00	\$41,000.00	\$0.00	\$38,738.73	\$317.35	\$2,261.27	94
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
10-4710-397 LANDFILL SER TIPPING	\$55,000.00	\$55,000.00	\$0.00	\$42,500.48	\$5,637.24	\$12,499.52	77
10-4710-440 MAINTENANCE CONTRACT	\$168.00	\$168.00	\$0.00	\$109.90	\$0.00	\$58.10	65
10-4710-451 INSURANCE-PROP/GEN/P	\$2,935.00	\$2,935.00	\$0.00	\$2,935.00	\$0.00	\$0.00	100
10-4710-452 INSURANCE-VEHICLES	\$3,474.00	\$3,684.00	\$0.00	\$3,678.59	\$0.00	\$5.41	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	\$367,000.00	\$360,813.67	\$0.00	\$0.00	\$6,186.33	0
10-4710-750 LEASE PAYMENTS	\$14,885.00	\$14,885.00	\$0.00	\$12,404.10	\$1,240.41	\$2,480.90	83
4710-10-SOLID/YARD OPERATIONS	\$809,948.00	\$855,358.00	\$366,305.95	\$382,716.02	\$35,487.31	\$106,336.03	88

Town of Spencer

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Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
4910-10-LAND MANAGEMENT							
-							
10-4910-499 MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$14.67	\$0.00	0
4910-10-LAND MANAGEMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$14.67	\$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
6110-10-LIBRARY							
-							
10-6110-126 PART-TIME/TEMPORARY	\$16,043.00	\$16,043.00	\$0.00	\$11,731.01	\$1,108.08	\$4,311.99	73
10-6110-127 SALARIES/WAGES-BONUS	\$400.00	\$400.00	\$0.00	\$400.00	\$0.00	\$0.00	100
10-6110-181 FICA	\$1,167.00	\$1,167.00	\$0.00	\$927.96	\$84.76	\$239.04	80
10-6110-194 CONTRACT SERVICES	\$1,700.00	\$1,700.00	\$0.00	\$240.50	\$0.00	\$1,459.50	14
10-6110-260 SUPPLIES-OFFICE	\$600.00	\$600.00	\$0.00	\$328.94	\$8.50	\$271.06	55
10-6110-291 SUPPLIES-DATA PROCES	\$1,075.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6110-299 SUPPLIES	\$2,000.00	\$2,000.00	\$0.00	\$1,661.10	\$90.97	\$338.90	83
10-6110-311 TRAVEL	\$100.00	\$125.00	\$0.00	\$124.41	\$0.00	\$0.59	100
10-6110-321 TELEPHONE AND INTERN	\$2,249.00	\$2,249.00	\$0.00	\$1,500.01	\$187.36	\$748.99	67
10-6110-331 UTILITIES	\$8,448.00	\$8,448.00	\$0.00	\$6,281.10	\$633.88	\$2,166.90	74
10-6110-351 MAINTENANCE-BUILDING	\$53,000.00	\$79,900.00	\$28,183.59	\$291.08	\$0.00	\$51,425.33	0
10-6110-370 ADVERTISING	\$400.00	\$400.00	\$0.00	\$224.00	\$0.00	\$176.00	56
10-6110-395 TRAINING	\$200.00	\$250.00	\$0.00	\$249.00	\$0.00	\$1.00	100
10-6110-440 MAINTENANCE CONTRACT	\$1,300.00	\$1,600.00	\$130.00	\$1,563.00	\$135.20	(\$93.00)	98
10-6110-451 INSURANCE-PRO/GEN/PR	\$320.00	\$320.00	\$0.00	\$320.00	\$0.00	\$0.00	100
10-6110-491 DUES & SUBSCRIPTIONS	\$260.00	\$260.00	\$0.00	\$0.00	\$0.00	\$260.00	0
6110-10-LIBRARY	\$89,262.00	\$115,462.00	\$28,313.59	\$25,842.11	\$2,248.75	\$61,306.30	47

Town of Spencer

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Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
6120-10-RECREATION							
-							
10-6120-299 SUPPLIES AND MATERIA	\$750.00	\$375.00	\$0.00	\$231.56	\$231.56	\$143.44	62
10-6120-331 UTILITIES	\$2,500.00	\$2,500.00	\$0.00	\$2,306.65	\$333.99	\$193.35	92
10-6120-357 MAINTENANCE-PARKS AN	\$11,100.00	\$11,100.00	\$477.23	\$4,923.79	\$439.96	\$5,698.98	44
10-6120-451 INSURANCE-PROP/GEN/P	\$290.00	\$290.00	\$0.00	\$290.00	\$0.00	\$0.00	100
10-6120-625 SENIOR CITIZENS COUN	\$6,000.00	\$6,000.00	\$0.00	\$2,062.33	\$0.00	\$3,937.67	34
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	\$91,265.00	\$477.23	\$9,814.33	\$1,005.51	\$80,973.44	11

Town of Spencer

Fiscal Period - FY 2022-23 Date Range - 2022-07-01 - 2023-04-27

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	\$5,710,996.00	\$0.00	\$3,545,780.09	\$94,849.23	\$2,314,931.09	62
	FundExpTot	\$4,874,339.00	\$5,710,996.00	\$723,980.88	\$3,354,426.93	\$276,937.58	\$1,632,588.19	71
Grand Totals:								
	TotalRev	\$4,874,339.00	\$5,710,996.00	\$0.00	\$3,545,780.09	\$94,849.23	\$2,314,931.09	62
	TotalExp	\$4,874,339.00	\$5,710,996.00	\$723,980.88	\$3,354,426.93	\$276,937.58	\$1,632,588.19	71

Town of Spencer

Fiscal Period - FY 2022-23 Date Range - 2022-07-01 - 2023-04-27

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	\$110,927.37	\$0.00	\$927.37	101
20-3831-000 INVESTMENT EARNINGS	\$200.00	\$8,200.00	\$0.00	\$7,905.74	\$0.00	\$294.26	96
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	\$159,362.00	\$0.00	\$0.00	\$0.00	\$159,362.00	0
0000-20-Revs	\$169,562.00	\$277,562.00	\$0.00	\$118,833.11	\$0.00	\$160,583.63	43
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	\$8,563.11	\$832.18	\$2,262.89	79
20-4510-127 SALARIES/WAGES-BONUS	\$100.00	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	100
20-4510-181 FICA	\$772.00	\$772.00	\$0.00	\$662.71	\$63.66	\$109.29	86
20-4510-182 RETIREMENT	\$1,230.00	\$1,230.00	\$0.00	\$1,060.83	\$101.36	\$169.17	86
20-4510-183 GROUP INSURANCE	\$2,129.00	\$2,129.00	\$0.00	\$1,537.86	\$143.77	\$591.14	72
20-4510-184 401K CONTRIBUTION	\$505.00	\$505.00	\$0.00	\$428.07	\$41.60	\$76.93	85
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	\$12,000.00	\$11,112.00	\$0.00	\$0.00	\$888.00	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	\$925.67	\$0.00	\$1,074.33	46
20-4510-355 MAINTENANCE-SIDEWALK	\$12,000.00	\$12,000.00	\$0.00	\$3,600.00	\$0.00	\$8,400.00	30
20-4510-356 MAINTENANCE-STREETS	\$16,000.00	\$16,000.00	\$0.00	\$14,917.33	\$11,972.07	\$1,082.67	93
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	\$220,000.00	\$0.00	\$0.00	\$0.00	\$220,000.00	0
4510-20-STREETS OPERATIONS	\$169,562.00	\$277,562.00	\$11,112.00	\$31,795.58	\$13,154.64	\$234,654.42	15
Reporting Fund: 20-POWELL BILL							
FundRevTot	\$169,562.00	\$277,562.00	\$0.00	\$118,833.11	\$0.00	\$160,583.63	43
FundExpTot	\$169,562.00	\$277,562.00	\$11,112.00	\$31,795.58	\$13,154.64	\$234,654.42	15

Town of Spencer

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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							
-							
30-3920-000 LEASE FINANCING	\$0.00	\$893,821.00	\$0.00	\$0.00	\$0.00	\$893,821.00	0
30-3984-010 GENERAL FUND CONTRIB	\$0.00	\$324,938.00	\$0.00	\$308,321.00	\$0.00	\$16,617.00	95
30-3991-000 APPROPRIATED FUND BA	\$0.00	\$10,947.00	\$0.00	\$0.00	\$0.00	\$10,947.00	0
0000-30-Revs	\$0.00	\$1,229,706.00	\$0.00	\$308,321.00	\$0.00	\$921,385.00	25
4110-30-GOVERNING BODY							
-							
30-4110-570 CO - LAND	\$0.00	\$50,000.00	\$0.00	\$9,950.00	\$0.00	\$40,050.00	20
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	\$9,950.00	\$0.00	\$40,050.00	20
4130-30-ADMINISTRATION							
-							
30-4130-291 SUPPLIES - DATA PROC	\$0.00	\$3,225.00	\$1,200.00	\$622.35	\$0.00	\$1,402.65	19
4130-30-ADMINISTRATION	\$0.00	\$3,225.00	\$1,200.00	\$622.35	\$0.00	\$1,402.65	57
4310-30-POLICE OPERATIONS							
-							
30-4310-291 SUPPLIES - DATA PROC	\$0.00	\$12,641.00	\$5,667.78	\$0.00	\$0.00	\$6,973.22	0
30-4310-540 CO - VEHICLES	\$0.00	\$196,010.00	\$84,672.00	\$107,908.04	\$1,077.51	\$3,429.96	55
30-4310-550 CO - OTHER EQUIP	\$0.00	\$34,615.00	\$20,912.89	\$6,372.93	\$716.93	\$7,329.18	18
4310-30-POLICE OPERATIONS	\$0.00	\$243,266.00	\$111,252.67	\$114,280.97	\$1,794.44	\$17,732.36	93
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
30-4340-540 CO - VEHICLES	\$0.00	\$893,821.00	\$891,820.00	\$0.00	\$0.00	\$2,001.00	0
30-4340-550 CO-OTHER EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
4340-30-FIRE OPERATIONS	\$0.00	\$894,896.00	\$891,820.00	\$0.00	\$0.00	\$3,076.00	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	\$36,339.00	\$0.00	(\$170.00)	100
4510-30-STREETS OPERATIONS	\$0.00	\$37,244.00	\$0.00	\$36,339.00	\$0.00	\$905.00	98
4710-30-SOLID/YARD OPERATIONS							
-							
30-4710-550 CO-OTHER EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
4710-30-SOLID/YARD OPERATIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	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	\$1,229,706.00	\$0.00	\$308,321.00	\$0.00	\$921,385.00	25
FundExpTot	\$0.00	\$1,229,706.00	\$1,004,272.67	\$161,192.32	\$1,794.44	\$64,241.01	95

Town of Spencer

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Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 70-HEALTH INSURANCE REIMBURSEMENT							
0000-70-Revs							
-							
70-3839-000 Miscellaneous Revenu	\$0.00	\$0.00	\$0.00	\$45,000.00	\$0.00	\$45,000.00	0
0000-70-Revs	\$0.00	\$0.00	\$0.00	\$45,000.00	\$0.00	\$45,000.00	0
4130-70-ADMINISTRATION							
-							
70-4130-187 INSURANCE REIMBURSEM	\$0.00	\$0.00	\$0.00	\$42,702.85	\$0.00	(\$42,702.85)	0
4130-70-ADMINISTRATION	\$0.00	\$0.00	\$0.00	\$42,702.85	\$0.00	(\$42,702.85)	0
Reporting Fund: 70-HEALTH INSURANCE REIMBURSEMENT							
FundRevTot	\$0.00	\$0.00	\$0.00	\$45,000.00	\$0.00	\$45,000.00	0
FundExpTot	\$0.00	\$0.00	\$0.00	\$42,702.85	\$0.00	(\$42,702.85)	0
Grand Totals:							
TotalRev	\$169,562.00	\$1,507,268.00	\$0.00	\$472,154.11	\$0.00	\$1,126,968.63	31
TotalExp	\$169,562.00	\$1,507,268.00	\$1,015,384.67	\$235,690.75	\$14,949.08	\$256,192.58	83

Town of Spencer

Fiscal Period - YADKIN RIVER TRAILHEAD Date Range - 2020-07-01 - 2023-04-27

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	\$631,974.00	\$0.00	\$537,274.40	\$0.00	\$94,699.60	85
90-3985-850 GENERAL FUND TRANSFE	\$114,258.00	\$185,258.00	\$0.00	\$114,258.00	\$0.00	\$71,000.00	62
0000-90-Revs	\$134,817.00	\$817,232.00	\$0.00	\$651,532.40	\$0.00	\$165,699.60	80
4130-90-ADMINISTRATION							
-							
90-4130-370 ADVERTISING	\$0.00	\$457.00	\$0.00	\$156.35	\$0.00	\$300.65	34
4130-90-ADMINISTRATION	\$0.00	\$457.00	\$0.00	\$156.35	\$0.00	\$300.65	34
4910-90-LAND MANAGEMENT							
-							
90-4910-193 ADMINISTRATIVE SERVI	\$0.00	\$0.00	\$0.00	\$52.00	\$0.00	(\$52.00)	0
90-4910-194 CONTRACT SERVICES	\$4,800.00	\$57,050.00	\$9,089.87	\$60,155.18	\$11,825.00	(\$12,195.05)	105
90-4910-580 CO-INFRASTRUCTURE	\$130,017.00	\$759,725.00	\$407,844.78	\$353,950.07	\$206,720.82	(\$2,069.85)	47
4910-90-LAND MANAGEMENT	\$134,817.00	\$816,775.00	\$416,934.65	\$414,157.25	\$218,545.82	(\$14,316.90)	102
Reporting Fund: 90-YADKIN RIVER TRAIL							
FundRevTot	\$134,817.00	\$817,232.00	\$0.00	\$651,532.40	\$0.00	\$165,699.60	80
FundExpTot	\$134,817.00	\$817,232.00	\$416,934.65	\$414,313.60	\$218,545.82	(\$14,016.25)	102
Grand Totals:							
TotalRev	\$134,817.00	\$817,232.00	\$0.00	\$651,532.40	\$0.00	\$165,699.60	80
TotalExp	\$134,817.00	\$817,232.00	\$416,934.65	\$414,313.60	\$218,545.82	(\$14,016.25)	102

Town of Spencer

Fiscal Period - CORONAVIRUS ARPA GRANT PROJECT Date Range - 2021-07-01 - 2023-04-27

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	\$0.00	\$0.22	100
0000-91-Revs	\$1,037,997.00	\$1,037,997.00	\$0.00	\$1,037,996.78	\$0.00	\$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	\$514,026.08	\$0.00	\$71,973.92	88
4210-91-CORONAVIRUS ARPA	\$1,037,997.00	\$1,037,997.00	\$0.00	\$514,026.08	\$0.00	\$523,970.92	50
Reporting Fund: 91-CORONAVIRUS ARPA GRANT PROJECT							
FundRevTot	\$1,037,997.00	\$1,037,997.00	\$0.00	\$1,037,996.78	\$0.00	\$0.22	100
FundExpTot	\$1,037,997.00	\$1,037,997.00	\$0.00	\$514,026.08	\$0.00	\$523,970.92	50
Grand Totals:							
TotalRev	\$1,037,997.00	\$1,037,997.00	\$0.00	\$1,037,996.78	\$0.00	\$0.22	100
TotalExp	\$1,037,997.00	\$1,037,997.00	\$0.00	\$514,026.08	\$0.00	\$523,970.92	50

Town of Spencer

Fiscal Period - DOWNTOWN PARK PROJECT Date Range - 2021-07-01 - 2023-04-27

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	\$13,921.50	\$61,553.50	\$17,283.50	\$924,525.00	6
6120-92-RECREATION	\$100,000.00	\$1,000,000.00	\$13,921.50	\$61,553.50	\$17,283.50	\$924,525.00	8
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	\$13,921.50	\$61,553.50	\$17,283.50	\$924,525.00	8
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	\$13,921.50	\$61,553.50	\$17,283.50	\$924,525.00	8



April Library Report- Promotion of Events

The month of April started with an event at North Middle School on April 5th in which the library and other community agencies promoted their services. The library had been invited to set -up a table and publicize our May 6th event and to inform parents of the summer reading program starting in July. This event was successful and many parents picked up flyers and the children chose pieces of candy at the table.

In the library, children who came were given Bunny-shaped containers with play-doh inside. These were donated by the Silver Linings store. Crafts were available for children, also. No special events were planned as many details for the upcoming events in May and July were being finalized. Facebook ads were boosted concerning these events and ten new people liked our page. The Salisbury Post and Salisbury Magazine have been advertising these events in May. Callers from Denton and Winston-Salem have informed the library that these venues were where they saw the details of the event.

Hoping for a large crowd and good weather on the 6th of May for the Celebrate Faith, Freedom and Family event. The numbers inside the library have been low in April, yet some small groups have been served and one new family with eight children has recently applied for library cards.

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date: 5/9/2023

(Attach relevant documentation)

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

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

To: Mayor Williams and Members of the Board of Aldermen
From: Peter Franzese, Town Manager
Date: April 28, 2023
Re: May 2023 Town Manager Report

Electrical Panel and HVAC unit replacement

After approving funding for the HVAC unit replacement in April, we have worked with the mechanical contractor and the unit is scheduled to be replaced on Tuesday, May 2. In addition to replacing the unit, the thermostat will be relocated to the lobby area so the unit can better respond to conditions in that space. We also had a problem with the electrical panel serving some power receptacles in this building. The panel was existing to the building and suddenly became unstable, which was a safety issue in addition to an inconvenience. The new panel was installed on Monday, April 24 with a slight disruption to our operations for some of the day.

Solid Waste service changes planned for later in the summer

Joel, Anna, and I met with our consultants in April to discuss our education campaign around our improved solid waste service. We are targeting a service launch date of July 31, and have plans to pilot parking modifications in advance of this change in certain areas. We will also have a community "lemonade and cookies" event to invite community members check out the new truck when it arrives (sometime in late June or early July) and learn about what will be changing and what will be improving.

Second annual ARPA report submitted to US Treasury

The FY24 budget recommendation includes an updated ARPA supplanted funds spending plan, to guide the investment of over \$1 million in our community over three years. The US Treasury's second annual reporting deadline was April 30 and the Town submitted the report on April 10. This report noted that we have 3 projects set up to cover salaries for some Police, Fire, and Administrative staff, and that we have obligated and expended approximately half of our funds.

Dragon Boat Festival

The Town will once again enter a team into the Rowan Chamber Dragon Boat Festival, scheduled for Saturday, July 22. Fire Chief Michael Lanning will serve as Team Captain this year. We have several paddlers from last year's team interested in returning and hope to have more Town staff in the boat this year! Anyone interested should contact Chief Lanning or me for more information.