



Board of Aldermen Regular Meeting

Agenda Packet

August 8, 2023





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

DATE
August 8, 2023

- 1. CALL TO ORDER – Mayor Jonathan Williams**
- 2. INVOCATION & PLEDGE OF ALLEGIANCE**
- 3. ADDITIONS/DELETIONS AND ADOPTION OF AGENDA**
- 4. RECOGNITIONS**
 - a. Town Manager Peter Franzese: Staff Recognition
 - b. Mayor Pro Tempore Patti Secreast
 - i. Acknowledge the Passing of Rusty Miller
 - ii. Welcome and Appreciation for Staff and Students Returning to School
 - c. Alderwoman Patricia Sledge: Organizers of Spencer's 2023 National Night Out
- 5. 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 must provide their name, address, and topic to be addressed. The Board will listen and may or may not respond at their discretion or may decide to place a topic on a future agenda. A speaker will be allowed 3 minutes to speak.
- 6. 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) will then be removed from the Consent Agenda and considered individually. Otherwise, all items will be enacted by one motion.
 - a. **APPROVAL OF MINUTES:** July 6, 2023, Pre-Agenda Meeting Minutes
July 11, 2023, Regular Meeting Minutes
July 17, 2023, Called Meeting Minutes
 - b. **CONSIDER ADOPTING** – Ordinance 23-18 Temporary Lane Closure on US HWY 29
 - c. **CONSIDER ADOPTING** – Ordinance 23-14.003 Disposition and Acquisition of Police Vehicles
- 7. CONSIDER ADOPTING – Resolution 23-17 Health Center Grant**
- 8. UPDATE FROM STAFF – Update on US Highway 29 Rezoning**
- 9. DEPARTMENTAL REPORTS**
 - a. Planning
 - b. Code Enforcement
 - c. Police
 - d. Fire
 - e. Public Works
 - f. Library
- 10. TOWN MANAGER REPORT**
- 11. REQUESTS & COMMENTS by the Mayor and Board Members**

12. EXECUTIVE SESSION per NC General Statute 143-318.11 (if needed)

13. ADJOURNMENT

MINUTES
Spencer Board of Aldermen
Pre-Agenda Meeting
July 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, July 6, 2023, at 5:34 p.m.

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

Alderwoman Patricia Sledge arrived at 5:48 p.m.

Alderman Andrew Howe and Alderman Rashid Muhammad were absent.

Also present were: Town Manager Peter Franzese, Town Clerk Anna Kanode, Planning & Zoning Administrator Steve Blount, Special Projects Manager Joe Morris, Public Works Director Joel Taylor, Fire Chief Michael Lanning, and Code Enforcement Officer James Osborne.

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

REVIEW OF July 11, 2023, Agenda

INVOCATION

Alderman Steve Miller volunteered to give the invocation at the July 11, 2023, regular meeting.

ADDITIONS/DELETIONS AND ADOPTION OF AGENDA

The Board agreed by consensus to move the following item to number seven (7) on the July 11, 2023, Regular Meeting Agenda.

a. CONSIDER ADOPTING – Resolution 23-17 Health Center Grant

RECOGNITIONS

It was the consensus of the Board to add the following recognitions to the July 11, 2023, Regular Meeting Agenda:

Mayor Williams will recognize Town and N.C. Transportation Museum staff for the Fireworks Over Historic Spencer Shops event.

CONSENT AGENDA

The Board agreed by consensus to move the following items to the consent agenda:

a. APPROVAL OF MINUTES:

- i. June 8, 2023, Pre-Agenda Meeting Minutes
- ii. June 13, 2023, Regular Meeting Minutes

b. CONSIDER ADOPTING – Resolution 23-15

c. CONSIDER ADOPTING – Resolution 23-16

- d. **CONSIDER APPROVING – First Amendment to Town Manager’s Employment Agreement**
- e. **CONSIDER APPROVING – Lien on 314 N. Rowan Ave.**
- f. **CONSIDER ADOPTING – Budget Ordinance 23-14-001 Additional SRO**

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 Board that there was no reason to go into Executive Session.

ADJOURNMENT

Motion by Alderman Sam Morgan, seconded by Mayor Pro Tempore Patti Secreast, which carried by a vote of 4 – 0. The meeting stood adjourned at 5:50 p.m.

Approved by:

Attest:

Jonathan Williams, Mayor

Anna Kanode, Town Clerk

MINUTES
Spencer Board of Aldermen
Regular Meeting
July 11, 2023

The Town of Spencer Board of Aldermen met in regular session at Spencer Town Hall on Tuesday, July 11, 2023, at 6:00 p.m.

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

Also present were: Town Manager Peter Franzese, Town Attorney Jay Dees, Town Clerk Anna Kanode, Public Works Director Joel Taylor, Fire Chief Michael Lanning, Chief of Police Michael File, Code Enforcement Officer James Osborne, Special Projects Manager Joe Morris, and Planning & Zoning Administrator Steve Blount.

Mayor Jonathan Williams called the meeting to order.

Alderman Steve Miller offered the invocation.

Mayor Williams led the *Pledge of Allegiance*.

ADDITIONS/DELETIONS AND ADOPTION OF AGENDA

Action

Consensus of the Board to remove item *e. CONSIDER APPROVING – Lien on 314 N. Rowan Ave.* from the Consent Agenda and item number *8. CONSIDER ADOPTING – Resolution 23-17 Health Center Grant* and to add *CONSIDER ADOPTING – Budget Ordinance 23-14.002 520 Salisbury Avenue* as item number eight (8).

Alderman Patricia Sledge moved to approve the agenda as amended. Alderman Steve Miller seconded the motion which carried by a unanimous vote of 6 – 0.

RECOGNITIONS

- a. Mayor Williams recognized Town and N.C. Transportation Museum staff for their hard work on the Fireworks Over Historic Spencer Shops event.

PUBLIC COMMENT

Mayor Williams opened the floor to receive public comment.

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

CONSENT AGENDA

Alderman Sam Morgan moved to approve the consent agenda as amended. Alderman Rashid Muhammad seconded the motion which carried by a unanimous vote of 6 - 0. Items b, c, d, and e are incorporated in the body of the minutes below. Items approved were:

- a. APPROVAL OF MINUTES:
 - i. June 8, 2023, Pre-Agenda Meeting Minutes
 - ii. June 13, 2023, Regular Meeting Minutes
- b. CONSIDER ADOPTING – Resolution 23-15
- c. CONSIDER ADOPTING – Resolution 23-16
- d. CONSIDER APPROVING – First Amendment to Town Manager’s Employment Agreement
- e. CONSIDER ADOPTING – Budget Ordinance 23-14-001 Additional SRO

TOWN OF SPENCER, NORTH CAROLINA RESOLUTION 23-15

A RESOLUTION ADOPTING AN ETHICS POLICY PER NC GENERAL STATUTE 160A-86

WHEREAS, the North Carolina General Assembly passed a law requiring all North Carolina cities, counties, local boards of education, unified governments, sanitary districts, and consolidated city-counties to adopt a resolution or policy containing a code of ethics to guide actions by the governing board members in the performance of their official duties as members of that governing board; and

WHEREAS, the UNC School of Government has prepared a Model Code which sets out a comprehensive statement of guiding ethical principles, based on the specific requirements of G.S. 160A-86; and

WHEREAS, the Board of Aldermen of the Town of Spencer deems it advisable to adopt an ethics policy;

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

This resolution shall become effective immediately upon adoption.

Adopted this 11th day of July, 2023.

TOWN OF SPENCER RESOLUTION 23-16

A RESOLUTION APPROVING THE PROCEDURE FOR APPROVAL AND DISPOSITION OF CLOSED SESSION MINUTES

BE IT RESOLVED, by the Board of Aldermen of the Town of Spencer that the following procedure is adopted for the approval and disposition of closed session minutes and general accounts:

1. Pursuant to NC General Statute Section 143-318.10, the Board of Aldermen shall keep full and accurate minutes and general accounts (hereinafter collectively referred to as “closed session minutes”) of all closed sessions.
2. At the next regular closed session of the Board, the previous closed session minutes will be distributed to each council member in sealed envelopes and considered for approval by Board.
3. Following approval, all copies of the closed session minutes provided to Board members will be returned to the Town Clerk.
4. The closed session minutes will be sealed and not available for public inspection until released as hereinafter provided.

5. The Town Manager and Town Clerk will periodically review the closed session minutes to determine if their disclosure no longer frustrates the purpose for which the closed session was held. Upon such determination, the closed session minutes shall be released and available for public inspection.

APPROVED this 11th day of July, 2023.

**NORTH CAROLINA
ROWAN COUNTY**

FIRST AMENDMENT TO TOWN MANAGER'S EMPLOYMENT AGREEMENT

This First Amendment to Town Manager's Agreement is entered into by and between the Town of Spencer, North Carolina, a municipal corporation (the "Employer"), and Peter L. Franzese (the "Employee").

WHEREAS, Employer and Employee previously entered into that certain Employment Agreement dated December 16, 2020 (the "Agreement") for the employment of Employee; and

WHEREAS, the Employer has determined that membership in certain local civic organizations would be beneficial to both Employer and Employee by exposing such organizations and its members to the Town of Spencer and Employee as its Manager while also building new relationships with professionals across the county; and

WHEREAS, the undersigned parties desire to amend the aforementioned agreement by including such membership fees as an additional benefit to Employee, such amendment being to the mutual benefit of the parties.

NOW, THEREFORE, for the original consideration and the mutual amendments and promises hereinbelow, the parties agree as follows:

1. Section 4 shall be amended by replacing it in full with: Section 4. Professional Development. Employee is encouraged to participate in the Employer's or Employer-provided professional memberships in various organizations including local civic clubs and organizations, the North Carolina League of Municipalities, Centralina Regional Council, International City/County Management Association, and North Carolina City/County Management Association. To that end, Employee shall work in good faith with Employer to develop a schedule and budget for such memberships, continuing education, or training opportunities. Employer shall pay all membership fees and dues for such approved organizations. Expenses related to qualified and pre-approved training and workshops shall be reimbursable at rates consistent with Employer's policies.
2. Except as specifically amended hereinabove, the rest and remainder of the Agreement shall remain in full force and effect.

This the 11th day of July, 2023.

**AN ORDINANCE AMENDING
THE TOWN OF SPENCER, NORTH
CAROLINA FY 23-24 ANNUAL BUDGET
ORDINANCE 23-14.001
JULY 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, 2023 and ending on June 30, 2024:

Section 1. The Town has been notified that the Rowan-Salisbury School System will be funding an additional School Resource Officer to be shared between the elementary and middle schools in the Town.

Section 2. To amend the FY 23-24 revenue and expense appropriations as follows:

Revenues

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-3438-000	Rowan-Salisbury Schools	\$152,662	\$229,074	\$76,412

Expenses/Expenditures

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-4310-121	Salaries	\$904,575	\$952,843	\$48,268
10-4310-127	Salaries/Wages – Bonus	21,000	22,000	1,000
10-4310-181	FICA	69,362	73,131	3,769
10-4310-182	Retirement	122,505	129,422	6,917
10-4310-183	Group Insurance	138,884	147,733	8,849
10-4310-184	401K Contribution	43,612	46,075	2,463
10-4310-185	Workers Compensation	23,807	24,984	1,177
10-4310-212	Uniforms	17,410	17,910	500
10-4310-251	Motor Fuel and Lubrication	40,360	42,360	2,000
10-4310-353	Maintenance – Vehicles	6,000	6,500	500
10-4310-395	Training	7,100	7,600	500
10-4310-441	License Fee	8,774	9,243	469
	Total			\$76,412

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 July, 2023.

CONSIDER ADOPTING – Budget Ordinance 23-14.002 520 Salisbury Avenue

Town Manager Peter Franzese informed the Mayor and Board that the Town purchased property at 520 S Salisbury Avenue in 2021 with a promissory note to make annual payments of \$5,000 plus interest in 2022, 2023, and 2024. The seller has offered to waive current and future interest of approximately \$750 if the Town pays the outstanding principal amount (\$10,000) this year. Funding for this is available in Governing Body Contingency. Staff may recommend adding funding back to contingency after revenue trends become established during the fiscal year.

Action

Alderman Andrew Howe moved to adopt Budget Ordinance 23-14.002 as presented, which is incorporated in the body of the minutes below. Mayor Pro Tempore Patti Secreast seconded the motion, which carried by a unanimous vote of 6 - 0.

**AN ORDINANCE AMENDING
THE TOWN OF SPENCER, NORTH CAROLINA
FY 23-24 ANNUAL BUDGET
ORDINANCE 23-14.002
JULY 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, 2023 and ending on June 30, 2024:

Section 1. The Town desires to pay off the outstanding contract for the Superior Oil lot that was purchased in FY22 and use budgeted contingency funds for this purpose.

Section 2. To amend the FY 23-24 expense appropriations as follows:

<u>Expenditures</u>				
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-4110-570	CO – Land	\$ 0	\$10,000	\$10,000
10-4110-999	Contingency	25,000	15,000	(10,000)
	Total			\$ 0

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 July, 2023.

STAFF PRESENTATION – US Highway 29 Zoning Classification & Code Enforcement

Planning & Zoning Administrator Steve Blount gave a presentation to the Mayor and Board and answered any questions. Mr. Blount stated that this corridor is critical to economic development efforts. No action was taken.

ROWAN ECONOMIC DEVELOPMENT CORPORATION UPDATE

Mayor Williams invited Rowan EDC Vice President Scott Shelton to the podium to provide updates regarding the development in and around the old finishing company site on US Highway 29.

DEPARTMENTAL REPORTS

Planning Department

Planning & Zoning Administrator Steve Blount gave the monthly Planning Department report and answered any questions from the Mayor and Board.

Code Enforcement Department

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

Police Department

Chief of Police Michael File gave the Police Department report and answered any questions from the Mayor and Board. Chief File also informed the Mayor and Board that Police Officer Faith Ryoti will be the new School Resource Officer, funded by the Rowan-Salisbury Board of Education.

Fire Department

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

Public Works Department

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

Finance Department

Town Manager Peter Franzese gave the monthly Finance Department report and answered any questions from the Mayor and Board.

Library Report

Town Clerk Anna Kanode gave the monthly Library report and answered any questions from the Mayor and Board.

TOWN MANAGER REPORT

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

REQUESTS AND COMMENTS BY THE MAYOR AND BOARD MEMBERS

Alderman Miller:

- Thanked Special Projects Manager Joe Morris for his leadership with the Yadkin River Trailhead Park.
- Commended Planning and Zoning Administrator Blount on his comments and recognition of problem zoning areas.
- Reminded the public of the upcoming Called Meeting on July 17, 2023, at 6:00 p.m. with the 'Tis the Season Spectacular Committee and encouraged people to attend.

Alderman Morgan:

- Reiterated points made by Alderman Miller.
- Commented on the importance of events being held at the 8th Street Ballpark and other locations in Town, noting they make Spencer more attractive, and growing events will mean positive things for the Town.

Alderman Howe:

- Echoed Alderman Morgan's comments regarding events in Town. Mentioned attending the Fireworks Over Historic Spencer Shops and the great turnout from locals and out-of-town visitors.
- Noted the upcoming municipal elections and encouraged everyone already on the Board, as well as other citizens, to file for office.

Alderwoman Sledge:

- Thanked Alderman Howe for his encouragement of younger citizens to run for local office.
- Congratulated Officer Faith Ryoti on her recent assignment to School Resource Officer.
- Thanked Special Projects Manager Joe Morris and Planning and Zoning Administrator Steve Blount for their exceptional work.

Alderman Muhammad:

- Concurred with statements from other Aldermen regarding the importance of the upcoming Called Meeting on July 17, 2023.
- Encouraged citizens and visitors to attend Town events with the hope that they may become future residents.
- Thanked Town staff, department heads, and fellow Board members for their dedication to the community.

Mayor Pro Tempore Seareast:

- Stated Town employees are second to none.
- Recognized the new Turkish restaurant in Town called Mustafa's Place.
- Informed everyone that there is a guided walking tour of Historic Spencer and complimented Leslie Talbot for her efforts in updating the tour.

Mayor Williams:

- Expanded on statements from Aldermen Howe and Alderwoman Sledge regarding the upcoming municipal election and reviewed the filing process.
- Expressed the importance of Town residents to attend the upcoming meeting for the 'Tis the Season Spectacular and to become involved with the event.

EXECUTIVE SESSION PER NC GENERAL STATUTE 143-318.11

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

ADJOURNMENT

Alderman Muhammad moved to adjourn the meeting. Alderman Howe seconded the motion, which carried unanimously with a vote of 6 – 0. The meeting stood adjourned at 7:41 p.m.

Approved by:

Attest:

Jonathan Williams
Mayor

Anna Kanode
Town Clerk

MINUTES
Spencer Board of Aldermen
Called Meeting
July 17, 2023

The Town of Spencer Board of Aldermen and the 'Tis the Season Spectacular Committee met at the Paul E. Fisher Gateway Meeting Facility, Suite 200, in a called session on Monday, July 17, 2023, at 6:01 p.m. for the purpose of conducting a joint workshop for the 'Tis the Season Spectacular.

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

Alderman Rashid Muhammad arrived at 6:12 p.m.

Also present were: Town Clerk Anna Kanode and 'Tis the Season Spectacular Committee members Shari Graham, Hen Henderlite, Evelyn Medina, Lynne Purvis, Heather Resino, Meredyth McDaniel, and Cathy Griffin.

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

COMMENTS – Spencer Board of Aldermen

Mayor Jonathan Williams

- Thanked the members of the 'Tis the Season Spectacular Committee for meeting with the Spencer Board of Aldermen and for their work with the parade.
- Apologized for his words as well as those of others on the Spencer Board of Aldermen at the called Board of Aldermen meeting held on Tuesday, May 23, 2023. Also apologized for the miscommunication that took place over the past year with the 'Tis the Season Spectacular Committee.
- Reiterated that the actions of the Spencer Board of Aldermen should not determine the 'Tis the Season Spectacular Committee's decision, that the parade should be for the citizens.

Alderman Steve Miller

- Stated his appreciation to the 'Tis the Season Spectacular Committee for meeting and apologized for anything said at the Tuesday, May 23, 2023, Called Meeting that was hurtful.
- Expressed desire for better communication between the 'Tis the Season Spectacular Committee and the citizens of the Town of Spencer.

Alderman Sam Morgan

- Addressed the history of the Christmas parade that turned into the 'Tis the Season Spectacular, mentioning that it began in the Town of Spencer in 1952.

Alderman Andrew Howe

- Explained the fallout from comments made by Ms. Hen Henderlite and Ms. Shari Graham during the public comment segment of the regular Board of Aldermen Meeting held on Tuesday, September 13, 2022.
- Reflected on the mistakes made by the Spencer Board of Aldermen at the called meeting held on Tuesday, May 23, 2023.
- Showed gratitude to the 'Tis the Season Spectacular Committee for giving the Spencer Board of Aldermen this opportunity for dialogue.

Mayor Pro Tempore Secreast

- Commended the 'Tis the Season Spectacular Committee on creating a wonderful event for citizens of Rowan County and surrounding communities to enjoy.
- Mentioned the importance of the 'Tis the Season Spectacular to the history of the Town of Spencer, that it is a tradition everyone would like to see continue.
- Articulated regret for how the Spencer Board of Aldermen appeared to be at the called Board of Aldermen meeting held on Tuesday, May 23, 2023.

Alderman Rashid Muhammad

- Emphasized the importance of unity and collaboration when it comes to putting on an event like this parade.
- Voiced contrition for anything upsetting that was said at the called Board of Aldermen meeting held on Tuesday, May 23, 2023, and hope to be able to move forward.

Alderwoman Pat Sledge

- Informed those present that elected officials must attend ethics classes at the University of North Carolina at Chapel Hill School of Government and that, during those classes, they were taught to praise in public and criticize in private.
- Articulated remorse for anything that was said and should not have been said at the called Board of Aldermen meeting held on Tuesday, May 23, 2023.
- Conveyed the importance of the parade to the citizens of the Town of Spencer and the hope that it will start in Spencer this year.

RESPONSE – 'Tis the Season Spectacular Committee

Ms. Hen Henderlite referenced a phone call with Mayor Williams and Alderwoman Sledge, stating that she and Ms. Shari Graham only agreed to come and listen, not to collaborate, and were therefore unprepared for this meeting. She specified that the \$5,000 requested during the regular Board of Aldermen Meeting held on Tuesday, September 13, 2022, was to be donated by businesses and individuals in the Town of Spencer, not the Town itself. Ms. Henderlite stated that the request for monetary donations and volunteers was one-tenth (1/10) of the budget raised through businesses and individuals in Salisbury. She also clarified that 'Tis the Season Spectacular is not the original Christmas parade held in the Town of Spencer; that parade's history is nice, but it is just history.

PUBLIC COMMENT

Mayor Williams opened the floor to receive public comment.

The following people addressed the Town of Spencer Board of Aldermen and the 'Tis the Season Spectacular Committee during the public comment portion of the meeting regarding the importance of the 'Tis the Season Spectacular to the Town of Spencer:

- Ms. Leslie Talbott of 308 N. Salisbury Ave., Spencer, NC
- Ms. Lynne Purvis of 304 N. Yadkin Ave., Spencer, NC
- Ms. Heather Resino of 310 Harrison St., Spencer, NC
- Ms. Ronda Crowder

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

COLLABORATION – ‘Tis the Season Spectacular

The Town of Spencer Board of Aldermen and the ‘Tis the Season Spectacular Committee reviewed various difficulties faced by the ‘Tis the Season Spectacular Committee when it comes to producing the parade in Spencer, such as monetary donations, volunteers, miscommunication, lack of communication, and broken relationships. They also brought up possible solutions.

No agreement was reached. Ms. Henderlite and Ms. Graham stated that they would speak with the rest of the ‘Tis the Season Spectacular Committee and convey what had been discussed at this joint meeting.

ADJOURNMENT

Alderswoman Sledge moved to adjourn the meeting. Alderman Morgan seconded the motion, which carried unanimously with a vote of 6 - 0. The meeting stood adjourned at 7:43 p.m.

Approved by:

Attest:

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 8/8/2023

Issue under Consideration:	Board to consider adopting an ordinance approving a temporary lane closure on US HWY 29 to protect the safety of runners and bicyclists participating in the "Race to the River" special event.
Current Status:	N/A
Points to Consider:	To ensure the safety of participating runners and bicyclists, Town staff are recommending temporary closure of one southbound lane on US-29 between 3rd Street and NC Finishing Lane. The lane would be separated from regular traffic by traffic cones. An electronic signboard will be installed to notify traffic of the closure. The event date is Saturday, September 16. Lane closure time is from 1:00 PM to approximately 7:00 PM or until the lane is cleared of all participating runners and bicyclists. This ordinance is evidence that the Town accepts full responsibility for safety, traffic flow, traffic control, appropriate signage, and ensuring that all debris, litter, decorations, and other items associated with the event are removed following the event.
Financial Impact:	N/A
Options:	N/A
Recommendations:	Approval of Ordinance 23-18.
Department:	PLANNING & DEVELOPMENT SERVICES

TOWN OF SPENCER, NORTH CAROLINA

AN ORDINANCE APPROVING A TEMPORARY LANE CLOSURE ON US HWY 29 FOR
THE PURPOSE OF FACILITATING A SPECIAL EVENT

ORDINANCE 23-18

WHEREAS, N.C.G.S. §29-169 authorizes local authorities to provide by ordinance for the regulation of the use of highways for processions or assemblages; and

WHEREAS, the Town of Spencer is sponsoring a 5K run and bicycling special event on Saturday, September 16, 2023, beginning at 1:00 P.M., which will involve a procession of runners and bicyclists along the US HWY 29 corridor; and

WHEREAS, to ensure public safety, the Town has deemed it necessary to temporarily close one southbound lane on US HWY 29 from 3rd Street to NC Finishing Lane on the date of the event, the closure beginning at 1:00 P.M. and ending at approximately 7:00 P.M., or until the lane is cleared of all participating runners and bicyclists; and

WHEREAS, pursuant to the NCDOT Special Event Guidelines, the Town has consulted with the Highway Division 9 – Division Traffic Engineer to verify that the proposed special event will not impact, or be impacted by, planned maintenance or other activities.

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

Section 1. Pursuant to N.C.G.S. §29-169, the Town of Spencer hereby approves the use of US HWY 29 within the Town's jurisdiction for the 5K run and bicycling special event procession as specified in this ordinance. This ordinance is evidence that the Town accepts full responsibility for safety, traffic flow, traffic control, appropriate signage, and ensuring that all debris, litter, decorations, and other items associated with the event are removed following the event.

Section 2. The Town will place signs giving notice of the special event, in accordance with §29-169, and will provide to Highway Division 9 a copy of this ordinance.

Adopted this 8th day of August, 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: 08/08/2023

Issue under Consideration:	Police Vehicle Budget Ordinance Amendment
Current Status:	The Police Department continues to face the challenge of delivery time for new vehicles and extended delivery times for upfit parts. Additionally, the police department was notified by our vehicle upfitter that a new state contract was signed and the upfitter would be concentrating on state vehicles for the next 10-12 months. A new upfitter has yet to be selected and wait times at other upfitters are in the 4-8-month range. As staffing levels have increased, spare vehicles have been placed back in service for new employees to utilize. These vehicles are unsound and the cause of numerous maintenance issues. The purchase of this slightly used vehicle will allow multiple aging spare cars to be removed from service.
Points to Consider:	The Town has the opportunity to purchase a used Ford SUV Police Vehicle that was utilized by the Chief of Police at another municipality. This vehicle comes fully equipped with all required police equipment with the exception of a front visor light bar. The purchase of this vehicle would allow the final Ford Crown Victoria in full-time service to be retired. The funds generated from the sale of 7 surplus vehicles would be utilized for the purchase.
Financial Impact:	Staff recommends amending the budget to purchase this vehicle and complete the minor vehicle alternation. The total funding needed is \$20,500.00 The sale of 7 surplus police vehicles would cover the needed revenue for this purchase and any remainder would come from stronger than expected sales tax revenue.
Options:	Accept or decline by vote of the Board of Aldermen
Recommendations:	Motion to approve Budget Ordinance Amendment 23-14.003.
Department:	Police Department

AN ORDINANCE AMENDING
THE TOWN OF SPENCER, NORTH CAROLINA
FY 23-24 ANNUAL BUDGET
ORDINANCE 23-14.003
AUGUST 8, 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, 2023 and ending on June 30, 2024:

Section 1. The Town will be selling a number of used vehicles this year including at least seven former police vehicles that will provide additional funding to purchase a lightly used Ford SUV Police Vehicle.

Section 2. To amend the FY 23-24 revenue and expense appropriations as follows:

Revenues

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
30-3835-000	Sales - Fixed Assets	\$ 0	\$ 20,500	\$20,500

Expenses/Expenditures

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
30-4310-540	CO - Vehicles	\$85,349	\$105,849	\$20,500

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 8th day of August, 2023.

Anna Kanode, Town Clerk

Jonathan Williams, Mayor

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date: 08/11/2023

Issue under Consideration:	Consider adopting Resolution 23-17 Supporting the CRCHC application to the NC Commerce RED Building Reuse Grant program
Current Status:	The Board of Aldermen considered support of this project during the FY24 Budget Workshop on May 23, 2023. Part of the Governing Body Contingency account has been earmarked to support this project.
Points to Consider:	Cabarrus Rowan Community Health Centers, Inc. (CRCHC) provides comprehensive primary and preventive health care in Cabarrus and Rowan Counties. In 2022, CRCHC served 15,860 total patients with 36,333 medical visits, 4,871 dental visits, 5,436 mental health visits, and 736 SUD visits via seven fixed service delivery sites in Concord, Salisbury, Spencer, and China Grove, as well as a mobile unit site based in Concord. CRCHC is planning an expansion of its North Rowan Clinic to add medical, behavioral health, substance abuse, and pharmacy services. CRCHC anticipates an economic impact to the in the amount \$1.3M dollars, while creating seven new jobs through the expansion of services with salaries ranging from \$37,500 to \$110,000. The estimated project cost is \$1,350,000 and is seeking a variety of funding sources including: \$200,000 from Golden Leaf Foundation and \$1,000,000 USDA Loan. For the remaining \$150,000, CRCHC is seeking a NC Dept of Commerce Rural Economic Development Building Reuse grant to cover half or \$75,000 of the remaining funds. The Grant requires the applicant to match NC Commerce funds with Cash, and for a local government contribution of 5 percent towards the applicant's cash match. Please see the attached project description (written for Golden LEAF grant) for additional project details.
Financial Impact:	The Local Government contribution towards the \$75,000 grant application is \$3,750, which is being shared by the Towns of Spencer and East Spencer. The Spencer share of \$1,875 is programmed in the FY24 budget.
Options:	
Recommendations:	Motion to adopt Resolution 23-17 Supporting the CRCHC application to the NC Commerce RED Building Reuse Grant Program.
Department:	Town Manager

TOWN OF SPENCER, NORTH CAROLINA
RESOLUTION 23-17

SUPPORTING AN APPLICATION TO NORTH CAROLINA DEPARTMENT OF
COMMERCE RURAL ECONOMIC DEVELOPMENT DIVISION STATE BUILDING
REUSE PROGRAM

WHEREAS, the Town of Spencer is committed to advancing and promoting economic development in the Town;

WHEREAS, the North Carolina General Assembly ("General Assembly") has determined that it is the policy of the State to stimulate economic activity and to create new jobs for citizens of the State by providing matching grants or loans to specific local governmental units so as to productively reuse certain buildings and properties or expand rural health care facilities subject to the requirements of N.C.G.S. §§143B-472.127 and .128; and

WHEREAS, N.C.G.S. §§158-7.1(a) authorizes the use of economic development incentives for these purposes;

WHEREAS, Cabarrus Rowan Community Health Centers, Inc has pledged to create seven full time jobs in the Town of Spencer at their North Rowan Family Medicine facility, is eligible to apply for a Building Reuse Grant in the amount of \$75,000 through the North Carolina Department of Commerce, and requires the sponsorship of a unit of local government to make the application; and

WHEREAS, the Town of Spencer and the Town of East Spencer are partnering to share in the local government contribution towards the cash match for this project; and

WHEREAS, the Town of Spencer acknowledges that, if the grant is awarded, it will be required to commit to a cash match of 2.5% of the grant amount toward the project for a total cash match of \$1,875;

NOW, THEREFORE, BE IT RESOLVED by the Board of Aldermen of the Town of Spencer that it does hereby support and endorse the application of Cabarrus Rowan Community Health Centers, Inc. to the North Carolina Department of Commerce's State Building Reuse Grant Program for a grant in the amount of \$75,000.

Adopted this 11th day of July, 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:
August 8, 2023 Regular Board Meeting

Issue under Consideration:	Update on US HWY 29 Rezoning
Current Status:	Under Study/Parcels currently zoned IND
Points to Consider:	Rezoning parcels in corridor to represent likely uses
Financial Impact:	minimal
Options:	Receive update
Recommendations:	No action required
Department:	Planning



MEMO

Date: 7.18.23

RE: US HWY 29 Rezoning Classifications

Narrative:

An initial review of properties along the US HWY 29 corridor from Sowers Rd to the Yadkin River found 15 parcels where existing zoning classifications (primarily IND) were questioned. A more focused review found a total of 35 properties in that corridor that deserved further study. Of that 35, 34 are currently zoned IND with one being zoned C-29.

The one property currently zoned C-29 is parcel 048 093 which was donated to the town to become part of our Yadkin River Park. We would suggest this parcel be rezoned CIV which is appropriate for its intended use. We would also suggest rezoning the church (parcel 048 026) that is currently zoned IND to CIV.

Of the 34 properties zoned IND, 18 are in residential use or are adjacent to a property and owned by that property owner whose property is in residential use. One of those 18 properties (parcel 045 072) is bracketed by true industrial or heavy commercial uses, is fairly large in size (2.03 acres), and we would think the long-term best use of this parcel is commercial/industrial. We, therefore, suggest that this property remain zoned for industrial use. The other 17 parcels appear in clusters, and we would suggest that they all be rezoned to SFR-2 to allow continued use as residential lots. Lot sizes and road frontage would make all these conforming lots. In some cases, the buildings on these lots are situated in the prescribed side or front setbacks which makes the structures nonconforming but there is little we can do about that.

Nine of the 35 parcels appear to be in commercial use or are undeveloped/abandoned but are adjacent to commercial uses. We would suggest rezoning these parcels to our C-29 classification to allow for a wider range of commercial uses and bring the majority of the current uses into compliance.

Five of the 35 parcels are in current uses related to automobile sales, repair, or storage. The parcel being used as an automobile dealership (048 042) received a special use permit in 2002 to allow that use, which was not an allowable use in the IND classification. While also not allowed in the C-29 classification, we would suggest revising their zoning to C-29 to allow more appropriate alternate uses in the future. The special use permit would allow continued use as a car dealership under the C-29 zoning classification. The three auto repair operations (on four parcels) are allowed in the current IND zoning classification and would become nonconforming if changed to C-29. If they are allowed to evolve into junkyards, they would not be allowed in either IND or C-29. Junkyards are only allowed in our heavy industrial classification, HIO. We would suggest leaving these four properties zoned IND and be open to a rezoning to C-29 in the

future if the present use is discontinued. (Code enforcement efforts are continuing to require screening and relocation of stored vehicles on these properties.)

The final property on our list is the northern portion of the old NC Finishing property. A small area study is underway for the Yadkin River District focusing on the appropriate use of this and surrounding properties. Rezoning recommendations for this property will be forthcoming at the end of that study.

Conclusion:

Of the 36 properties examined in the US HWY29 corridor from Sowers Road to the Yadkin River, we suggest the following rezonings by type:

<u>OTY</u>	<u>Current Zoning</u>	<u>Suggested Rezoning</u>
1	C-29	CIV
1	IND	CIV
17	IND	SFR-2
5	IND	VSR
9	IND	C-29
1	IND	IND
1	IND	MU-2

Issues to Consider:

1. Most rezoning suggestions are based on changing classification to match current use.
2. Parcel 045 072 at the corner of Sowers Rd and Salisbury Ave is currently in residential use but is surrounded by industrial and commercial uses. Parcel is 2 acres in size. We are suggesting it stay zoned as IND in hopes that it will transition to this use in the future.
3. Parcel 048 042 is currently a car dealership and has a conditional use permit that allows them to continue their operation. Underlying zoning classification, however, is not correct. We would suggest rezoning this to VSR to make them a completely conforming use.
4. Parcels 045 018, 048 065, 048 066, & 047 017 are currently being used as auto repair businesses (with some transitioning to junkyards). We are using code enforcement to improve the appearance of these operations. While these operations are allowed in the IND zoning, we feel the VSR classification would be more appropriate and would allow better use of their property. However, the IND classification front setback is 80' where the VSR classification would only be 10'.

Next Steps:

Property owners will be contacted and advised of the town's plans to rezone their property. After adequate time for response from property owners, staff will begin rezoning process on the affected properties including Planning Board review/recommendation, public hearing, and Board of Aldermen approval.

#	Parcel ID	Property Address	Owner	Mailing Address		#	Current Use	Current	suggested
1	045 072	1301 N Salisbury Ave	Judy Martin	1301 N Salisbury Ave	Salisbury, NC	28144	1 Residential	IND	IND
3	047 002	1725 N Salisbury Ave	Eileen Lemon	1725 N Salisbury Ave	Salisbury, NC	28144	3 Residential	IND	SFR-2
4	047 021	1735 N Salisbury Ave	Bobby Lanning	1735 N Salisbury Ave	Salisbury, NC	28144	4 Residential	IND	SFR-2
5	047 003	1745 N Salisbury Ave	Bobby Lanning	1745 N Salisbury Ave	Salisbury, NC	28144	5 Residential	IND	SFR-2
6	047 00401	1755 N Salisbury Ave	Angela Brown	1755 N Salisbury Ave	Salisbury, NC	28144	6 Residential	IND	SFR-2
7	047 004	1765 N Salisbury Ave	David Cheek	1205 Chez Charolais Rd	Salisbury, NC	28146	7 Undeveloped/Residential	IND	SFR-2
10	047 006	1845 N US HWY 29	Patrick Rouse	1845 N US HWY 29	Salisbury, NC	28144	10 Residential	IND	SFR-2
13	047 007	1925 US HWY 29	Richard Green	PO Box 3151	Salisbury, NC	28145	13 Residential	IND	SFR-2
14	047 016	0 US HWY 29	Richard Green	PO Box 3151	Salisbury, NC	28145	14 Undeveloped/Residential	IND	SFR-2
15	047 008	1965 US HWY 29	Angie Ochoa	261 Heiligtown Rd	Salisbury, NC	28144	15 Residential	IND	SFR-2
16	047 023	1945 US HWY 29	Angie Ochoa	261 Heiligtown Rd	Salisbury, NC	28144	16 Residential	IND	SFR-2
25	048 032	155 Yadkin Baptist Ch Rd	Patricia Von Canon	155 Yadkin Baptist Ch Rd	Salisbury, NC	28144	25 Residential	IND	SFR-2
26	048 025	140 Yadkin Baptist Ch Rd	Jeffery Masingo	140 Yadkin Baptist Ch Rd	Salisbury, NC	28144	26 Residential	IND	SFR-2
28	048 036	2135 N US HWY 29	Edgar Rabon	2135 N US HWY 29	Salisbury, NC	28144	28 Residential	IND	SFR-2
29	048 034	2155 N US HWY 29	Yadkin Baptist Ch	2155 N US HWY 29	Salisbury, NC	28144	29 Residential	IND	SFR-2
33	048 038	1110 Freedle Lane	Mary Freedle	1110 Freedle lane	Salisbury, NC	28144	33 Residential	IND	SFR-2
34	048 040	130 Yadkin Baptist Ch Rd	Guowei Wu	1725 Lela Ln	Charlotte, NC	28208	34 Residential	IND	SFR-2
35	048 041	120 Yadkin Baptist Ch Rd	Jeffry Blevins	913 2nd St	Spencer, NC	28159	35 Residential	IND	SFR-2
27	048 026	150 Yadkin Baptist Ch Rd	Yadkin Baptist Ch	150 Yadkin Baptist Ch Rd	Salisbury, NC	28144	27 Church	IND	CIV
31	048 093	0 US HWY 29	Town of Spencer	PO Box 45	Spencer, NC	28159	31 Park	C-29	CIV
24	048 037	125 Yadkin Baptist Ch Rd	Traci Nolen	1710 Hawkcrest Ln	Winston Salem, NC	27127	24 Commercial/Abandon	IND	C-29
30	048 067	2320 N US HWY 29	James Smith	453 Steeple Chase Trail	Salisbury, NC	28144	30 Undeveloped/Commercial	IND	C-29
9	047 011	1840 N Salisbury Ave	James Smith	453 Steeple Chase Trail	Salisbury, NC	28144	9 Commercial	IND	C-29
11	047 025	1851 N US HWY 29	Tiffany Tucker	1851 N US HWY 29	Salisbury, NC	28144	11 Commercial	IND	C-29
12	047 010	1960 N US HWY 29	Patrick Rouse	1845 N US HWY 29	Salisbury, NC	28144	12 Commercial???	IND	C-29
17	047 013	2010 N US HWY 29	Ahmiad Safadi	2038 N US HWY 29	Salisbury, NC	28144	17 Commercial	IND	C-29
18	047 024	2060 N US HWY 29	Rusher Oil	PO Box 1483	Salisbury, NC	28145	18 Undeveloped/Commercial	IND	C-29
19	047 009	0 US HWY 29	Rusher Oil	PO Box 1483	Salisbury, NC	28145	19 Undeveloped/Commercial	IND	C-29
20	048 094	2035 N US HWY 29	Ahmiad Safadi	2038 N US HWY 29	Salisbury, NC	28144	20 Commercial	IND	C-29
2	045 018	1303 N Salisbury Ave	Douglas Martin	1303 N Salisbury Ave	Salisbury, NC	28144	2 Car Repair/Junk Yard	IND	VSR
8	047 017	1785 N Salisbury Ave	David Benitez-Beltrain	324 Edgewood Park Ct	Landis, NC	28088	8 Car Repair/Junk Yard	IND	VSR
21	048 042	2038 N US HWY 29	Concord Auto Mall Inc	701 Concord Parkway	Concord, NC	28027	21 Car Dealership	IND	VSR
22	048 065	2110 N US HWY 29	Ronnie Ingram	1124 Birch St	Salisbury, NC	28146	22 Car Repair/Junk Yard	IND	VSR
23	048 066	0 N US HWY 29	Ronnie Ingram	1124 Birch St	Salisbury, NC	28146	23 Car Repair/Junk Yard	IND	VSR
32	048 006	2555 N US HWY 29	Waterford Funding LLC	1200 Murchison Rd suite 14233	Fayetteville, NC	28301	32 Undeveloped/Industrial	IND	MU-2



Monthly Activity Report

Planning, Zoning & Subdivision Administrator

July 2023

	<u>Location</u>	<u>Activity</u>	<u>Action</u>
6.27.23	17 th St	Zoning permit for gas line relocation	Issued permit
6.27.23	8 th and Iredell	Questions on setbacks and zoning	Answered questions
6.29.23	Hawkinstown Rd	Review latest townhome project site plan	Review and comment
6.29.23	Salisbury Ave	Code enforcement discussions on junk yard problems	Responded
6.30.23	US HWY 29	Rezoning presentation materials	Created
6.30.23	Hawkinstown Rd	Rezoning and site plan approval procedural questions	Answered questions
7.3.23	Yadkin River District	Consultant qualification packages	Reviewed and commented
7.3.23	General	New demographic data report	Reviewed and shared
7.3.23	Yadkin River Park	Site visit	Walk through inspection
7.5.23	Office	Staff meeting	Attended & participated
7.5.23	Office	Building permit information	Sent to Rowan Co
7.5.23	General	CORE tour information packet	Created and shared with consultant
7.5.23	N Rowan ext	Setback questions for two lots	Answered questions
7.5.23	N Salisbury Ave	Questions on n rowan medical expansion	Answered questions
7.6.23	Yadkin River District	Consultant qualification meeting	Attended and participated
7.6.23	Park Plaza	Bunce golf cart sign permit	Approved permit
7.6.23	Office	Preagenda meeting	Attended
7.7.23	S Spencer	Fence questions	Answered questions
7.7.23	Pinecroft	Setback and lot dimension questions	Answered questions
7.7.23	Longs Ferry	Questions on johnson development project	Provided information

7.10.23	3 rd st	Driveway permit questions	Answered questions
7.10.23	5 th st	Questions on alleyway and garage	Answered questions
7.10.23	Office	Information on residential subdivisions to EDC	Provided information
7.10.23	Office	Planning Board meeting	Attended and participated
7.11.23	Hackett st	Innospec & fisher lamb site development	Arranged meeting
7.11.23	Office	Draft minutes from planning board meetings	Drafted
7.11.23	Office	Staff meeting	Participated
7.11.23	6 th st	Investigate pipe size increase question for new development	Review and advise
7.11.23	5 th st	Zoning confirmation letter	Issued
7.11.23	4 th st	Driveway permit	Issued permit
7.11.23	Office	Board of Aldermen meeting	Attended meeting
7.12.23	Office	Staff meeting on water line sizing policy, SB-300, codification	Participated
7.12.23	3 rd st	Driveway permit review with staff	Participated
7.12.23	US HWY 29	Questions on zoning classifications	Answered questions
7.12.23	N Salisbury Ave	Doe and two fawns crossed road, stopping mid-day traffic	Enjoyed the moment- Reflected on intersection of development and natural areas
7.13.23 7.13.23	Spencer ave all	Fence questions CORE group tour	Answered questions Attended and narrated
7.17.23	Lincoln ave	Zoning and setback questions	Answered questions
7.17.23	3 rd st	Driveway questions	Answered questions
7.17.23	Hawkins Loop rd	Questions about road requirement for lots	Answered questions
7.17.23	Hackett st	Developer meeting concerning access rd and fisher lamb site	Answered questions
7.18.23	Yadkin ave	Driveway questions	Answered questions
7.18.23	Grubb ferry rd	Questions on land use & zoning	Answered questions
7.18.23	2 nd st	Recombination plat	Approved
7.20.23	Yadkin ave	Driveway questions concerning historic district compliance	Answered questions
7.20.23	US HWY 29	Questions on use of Coyote Ugly building	Answered questions
7.20.23	Yadkin River Trailhead Park	Preopening committee meeting	Attended and offered comments
7.21.23	Hawkinstown Rd	Preliminary plat submission	Review and distribute to TRC
7.21.23	17 th st	Driveway permit	Issued
7.23.23	US HWY 29	ABC permit application	Reviewed and signed

7.23.23	Longs Ferry Rd	Updated parking calculations submitted	Review and approve
7.25.23	7 th st	Questions on front yard gardens	Answered questions
7.25.23	5 th st	Historic preservation questions	Answered questions
7.25.23	7 th st	Questions on townhome project site plan revisions	Answered questions
7.25.23	Yadkin River District	Meeting with consultant and staff	Attended and participated
7.26.23	US HWY 29	Met with property owner concerning storage of junk cars and screening requirements	Attended meeting
7.26.23	All	Staff meeting concerning parking/driveway policy	Attended
7.26.23	Hawkinstown rd	Rezoning request	Review and begin process
7.26.23	Hackett/Longs Ferry	Meeting with five developers, staff, and NCDOT on access rd	Attended and participated
7.26.23	Yadkin River Trailhead Park	Park map	Review and comment
7.26.23	Park Plaza	Zoning permit for BUNCE grand opening stage construction	Issued permit
7.27.23	7 th st	Final site development plans for townhome project	Review and approve, distribute to TRC
7.27.23	2 nd st	Questions on three residential lots for single family homes	Answered questions and pointed out drainage problems
7.27.23	Hawkinstown rd	Rezoning request	Met with developer, prepped request presentation
7.27.23	Iredell	Garage questions	Answered questions
7.27.23	Rowan st	Questions on using property for duplex	Answered questions
7.28.23	Office	August Planning Board meeting package	Create

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Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date: August 08, 2023

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



Code Enforcement Office

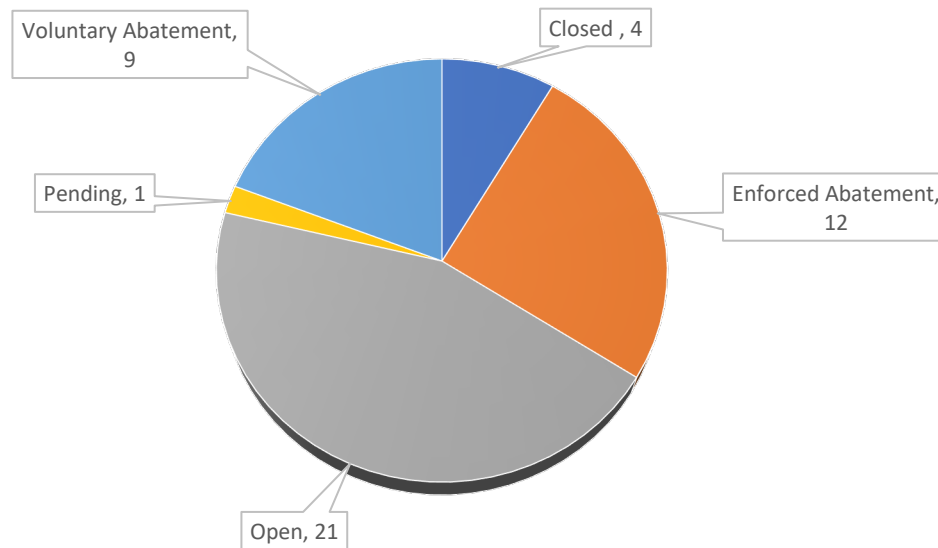
Monthly Report

July 2023 Highlights

- 47 total Cases, 22 Open, 25 Closed
- Year to Date: 318 Cases
- Notice of Violations Sent: 30

July 2023 Total Cases: 47

■ Closed ■ Enforced Abatement ■ Open ■ Pending ■ Voluntary Abatement

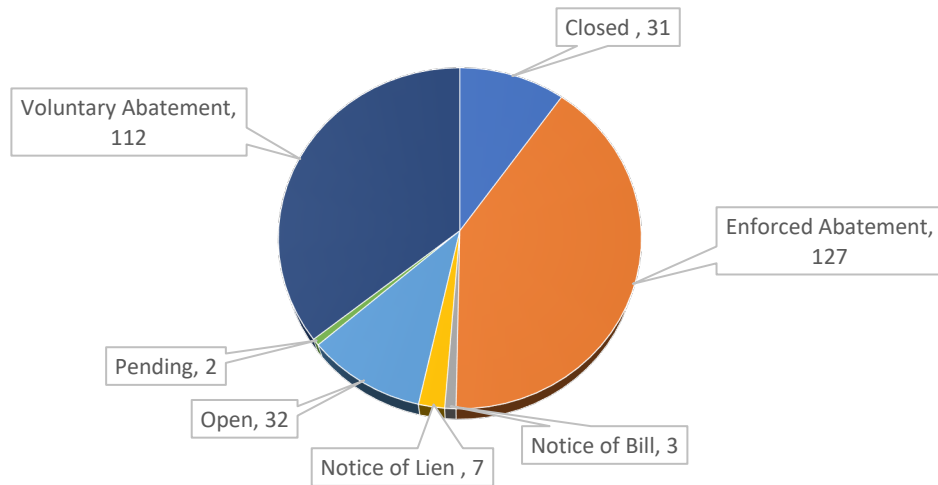




Code Enforcement Office

2023 Year to Date Total: 318

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



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
202300313	605 4th St	Parked on an Unimproved surface. Car under a silver cover parked in the front yard.	IP- Illegally Parked 72.04
202300300	215 W 17th St	Blue Toyota parked on unimproved surface	IP- Illegally Parked 72.04
202300301	215 W 17th St	Silver Honda parked on unimproved surface	IP- Illegally Parked 72.04
202300095	707 N. Salisbury Av	Falling Fence	JP - Junk Pile 93.21
202300302	305 1st St.	Debris in yard, broken screen door, trash, suspicious activity	JP - Junk Pile 93.22
202300278	401 S Rowan Ave	Piles of trash outside of trash containers.	JP - Junk Pile 93.22
202300226	315 N. Rowan Ave	Junk in the backyard where she has seen rats come from	JP - Junk Pile 93.22
202300079	705 B Salisbury Ave	Debris in front of House	JP - Junk Pile 93.22



Code Enforcement Office

202300232	801 7th St	Fire damage to home and carport in rear of property with 4 totaled cars	MH - Minimum Housing 160.52
202300319	401 W 17th St	High Grass and Weeds	OL - Overgrowth Lot
202300320	608 Grants Crossing Ln	High Grass and Weeds	OL - Overgrowth Lot
202300321	816 5th St	High Grass and Weeds	OL - Overgrowth Lot
202300322	607 S whitehead Ave	High Grass and Weeds	OL - Overgrowth Lot
202300317	209 N. Yadkin Ave	High Grass and Weeds	OL - Overgrowth Lot
202300309	314 S Iredell Ave	High Grass and Weeds	OL - Overgrowth Lot
202300310	312 S Iredell Ave	High Grass and Weeds	OL - Overgrowth Lot
202300311	410 Jordan Ave	High Grass and Weeds	OL - Overgrowth Lot
202300308	113 7th St	High Grass and Weeds	OL - Overgrowth Lot
202300303	904 S Salisbury Ave	High Grass and Weeds	OL - Overgrowth Lot
202300304	804 S Salisbury Ave	High Grass and Weeds	OL - Overgrowth Lot
202300297	204 S Iredell Ave	High Grass and Weeds	OL - Overgrowth Lot
202300289	613 5th St	High Grass and Weeds	OL - Overgrowth Lot
202300290	416 S Spencer Ave	High Grass and Weeds	OL - Overgrowth Lot
202300291	417 S Spencer Av	High Grass and Weeds	OL - Overgrowth Lot
202300274	245 Hackett St.	High Grass and Weeds	OL - Overgrowth Lot
202300245	311 S. Rowan Ave	High Grass and Weeds and pile of limbs	OL - Overgrowth Lot
202300235	0 S Whitehead Ave	High Grass and Weeds	OL - Overgrowth Lot
202300306	400 S Yadkin Ave	Hydrangea bush creates a visibility issue at corner	ZV - Zoning Violation
202300268	1303 N. Salisbury Ave	Zoning violation for screening of junk vehicles	ZV - Zoning Violation
202300269	1785 N US 29 Hwy	No screening for vehicles storage awaiting repair	ZV - Zoning Violation
202300270	2038 N US 29 HWY	Use of property not compliant with zoning, parking in Right of way	ZV - Zoning Violation
202300271	2110 N. US 29 HWY	Property not compliant with zoning	ZV - Zoning Violation



July 2023 Case Status Report

7/1/2023 - 7/28/2023

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

202300285	7/12/2023	Closed	7/25/2023	Portal Complaint	1059 3rd Street	this residence has very tall grass, also they still have alot of various junk on both sides of the house including hazardous things such as a plastic container full of old rainwater, old motor oil, an old engine, the homeowner is Jose, but all of it belongs to the renters. The owner has been out to view property and doesn't seem to care much about it. His contact info is 7044937898.
202300282	7/10/2023	Closed	7/10/2023	Portal Complaint	Hudson Ave. and Third St. (on Hudson Ave.)	High Grass and Weeds
202300281	7/6/2023	Closed	7/6/2023	Animal Complaints	310 Harrison St	Missing Dog
202300280	7/6/2023	Closed	7/6/2023	Portal Complaint	310 Harrison St	Missing Dog Name: Little Bit Left home during fireworks noise in Spencer on 4 July 2023 about 7:30pm
202300243	6/6/2023	Closed	7/6/2023	Email	910 N Salisbury Ave	Fence installed with junk vehicles in backyard
202300104	3/14/2023	Closed	7/13/2023	Phone Call	507 Meadow St	Trash Can not out of sight and bags left beside can causing trash to blow into neighbors yard

Group: Enforced Abatement

202300299	7/18/2023	Enforced Abatement	7/24/2023	Site Visit	402 N Yadkin Ave	High Grass and Weeds
202300298	7/18/2023	Enforced Abatement	7/28/2023	Site Visit	0 6th St	High Grass and Weeds
202300296	7/17/2023	Enforced Abatement	7/19/2023	Site Visit	1026 N Salisbury Ave	High Grass and Weeds
202300295	7/17/2023	Enforced Abatement	7/24/2023	Phone Call	812 4th St	High Grass and Weeds
202300288	7/12/2023	Enforced Abatement	7/17/2023	Site Visit	907 2nd St	High Grass and Weeds
202300287	7/12/2023	Enforced Abatement	7/17/2023	Site Visit	1053 3rd St	High Grass and Weeds
202300286	7/12/2023	Enforced Abatement	7/24/2023	Site Visit	1105 Charles St	Parked in Grass
202300284	7/11/2023	Enforced Abatement	7/17/2023	Site Visit	401 Crestwood Ln	High Grass and Weeds
202300283	7/11/2023	Enforced Abatement	7/18/2023	Site Visit	225 N Rowan Ave	High Grass and Weeds
202300279	7/6/2023	Enforced Abatement	7/17/2023	Site Visit	400 Charles St.	High Grass and Weeds
202300276	7/5/2023	Enforced Abatement	7/18/2023	Site Visit	1011 3rd St	High Grass and Weeds
202300275	7/5/2023	Enforced Abatement	7/17/2023	Site Visit	904 3rd St	High Grass and Weeds
202300272	6/22/2023	Enforced Abatement	7/3/2023	Site Visit	906 S Iredell Ave	High Grass and Weeds
202300265	6/19/2023	Enforced Abatement	7/6/2023	Site Visit	508 S Whitehead Ave	High Grass and Weeds
202300260	6/15/2023	Enforced Abatement	7/21/2023	Site Visit	604 S Carolina Ave	High Grass and Weeds
202300259	6/15/2023	Enforced Abatement	7/6/2023	Site Visit	602 S Carolina Ave	High Grass and Weeds
202300258	6/15/2023	Enforced Abatement	7/6/2023	Site Visit	610 S Rowan Ave	High Grass and Weeds
202300257	6/14/2023	Enforced Abatement	7/6/2023	Site Visit	107 N Rowan Ave	Chickens and Roosters in backyard
202300255	6/12/2023	Enforced Abatement	7/3/2023	Site Visit	601 4th St	High Grass and Weeds
202300063	1/26/2023	Enforced Abatement	7/25/2023	Site Visit	314 N. Rowan Ave	Roof of garage with extreme sagging in the middle

202106057	6/24/2021	Enforced Abatement	7/27/2023	Site Visit	1108 N Salisbury Ave	Exterior Siding has chipping paint exposing wood to weather
13	7/19/2021	Enforced Abatement	7/24/2023	Site Visit	1106 N. Salisbury Ave	Exterior Siding has chipping paint exposing wood to weather

Group Total: 22

Group: Notice of Bill

202300252	6/13/2023	Notice of Bill	7/7/2023	Site Visit	210 N Yadkin Ave	High Grass and Weeds

Group Total: 1

Group: Open

202300322	7/26/2023	Open	7/26/2023	Site Visit	607 S whitehead Ave	High Grass and Weeds
202300321	7/26/2023	Open	7/26/2023	Site Visit	816 5th St	High Grass and Weeds
202300320	7/26/2023	Open	7/26/2023	Site Visit	608 Grants Crossing Ln	High Grass and Weeds
202300319	7/26/2023	Open	7/26/2023	Site Visit	401 W 17th St	High Grass and Weeds
202300317	7/25/2023	Open	7/25/2023	Site Visit	209 N. Yadkin Ave	High Grass and Weeds
202300313	7/25/2023	Open	7/25/2023	Site Visit	605 4th St	Parked on an Unimproved surface. Car under a silver cover parked in the front yard.
202300311	7/25/2023	Open	7/25/2023	Site Visit	410 Jordan Ave	High Grass and Weeds
202300310	7/25/2023	Open	7/25/2023	Site Visit	312 S Iredell Ave	High Grass and Weeds
202300309	7/25/2023	Open	7/25/2023	Site Visit	314 S Iredell Ave	High Grass and Weeds
202300308	7/24/2023	Open	7/24/2023	Site Visit	113 7th St	High Grass and Weeds
202300306	7/21/2023	Open	7/21/2023	Site Visit	400 S Yadkin Ave	Hydrangea bush creates a visibility issue at corner
202300304	7/21/2023	Open	7/21/2023	Site Visit	804 S Salisbury Ave	High Grass and Weeds
202300303	7/21/2023	Open	7/21/2023	Site Visit	904 S Salisbury Ave	High Grass and Weeds
202300302	7/20/2023	Open	7/25/2023	Portal Complaint	305 1st St.	Debris in yard, broken screen door, trash, suspicious activity

202300301	7/20/2023	Open	7/20/2023	Site Visit	215 W 17th St	Silver Honda parked on unimproved surface
202300300	7/20/2023	Open	7/20/2023	Site Visit	215 W 17th St	Blue Toyota parked on unimproved surface
202300297	7/17/2023	Open	7/17/2023	Site Visit	204 S Iredell Ave	High Grass and Weeds
202300291	7/13/2023	Open	7/13/2023	Site Visit	417 S Spencer Av	High Grass and Weeds
202300290	7/13/2023	Open	7/13/2023	Site Visit	416 S Spencer Ave	High Grass and Weeds
202300289	7/13/2023	Open	7/13/2023	Site Visit	613 5th St	High Grass and Weeds
202300278	7/5/2023	Open	7/5/2023	Junk Pile	401 S Rowan Ave	Piles of trash outside of trash containers.

Group Total: 21

Group: Pending

202300294	7/13/2023	Pending	7/13/2023	Phone Call	609 2nd St	High Grass and weeds in the front and back yards
202300266	6/19/2023	Pending	7/7/2023	Email	200 S Salisbury Ave	Number of vehicles stored on property exceeds the number allowed by the Conditional Rezoning Agreement

Group Total: 2

Group: Voluntary Abatement

202300318	7/25/2023	Voluntary Abatement	7/26/2023	Site Visit	412 Jordan Ave	Junk pile in front yard
202300316	7/25/2023	Voluntary Abatement	7/28/2023	Site Visit	208 W Newton St	High Grass and Weeds
202300314	7/25/2023	Voluntary Abatement	7/28/2023	Site Visit	613 4th St	Parked on an Unimproved surface, Red SUV parked in grass in front yard.
202300312	7/25/2023	Voluntary Abatement	7/28/2023	Site Visit	604 4th St	Parked on an Unimproved surface, Black Chevy SUV
202300307	7/24/2023	Voluntary Abatement	7/26/2023	Site Visit	500 7th St	High Grass and Weeds
202300305	7/21/2023	Voluntary Abatement	7/24/2023	Site Visit	511 S Iredell Ave	Black Chevy Impala parked in front yard
202300293	7/13/2023	Voluntary Abatement	7/28/2023	Site Visit	405 S Hudson Ave	Junk pile in backyard
202300292	7/13/2023	Voluntary Abatement	7/17/2023	Site Visit	419 S Spencer Ave	High Grass and Weeds

202300277	7/5/2023	Voluntary Abatement	7/11/2023	Site Visit	610 4th St.	High Grass and Weeds
202300250	6/12/2023	Voluntary Abatement	7/19/2023	Portal Complaint	529 Steeplechase Trail	Trash can left out for over a week, tall grass, overgrowth around house and pool fence and Rooster in a pen in the back yard
202300097	3/2/2023	Voluntary Abatement	7/25/2023	Site Visit	501 1st St	Roof on storage building in need of repair
202300085	2/17/2023	Voluntary Abatement	7/18/2023	Portal Complaint	504 1st st	Trash/debris in yard
202200027	3/2/2022	Voluntary Abatement	7/18/2023	Phone Call	504 1st street	House caught fire

Group Total: 13

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Total Records: 65

7/28/2023

Activity Log Event Summary (Totals)

Spencer Police Department

(07/01/2023 - 07/28/2023)

<No Event Type Specified>	1	8th Street Ballpark Check	84
911 Hang-Up	5	Administrative Work	63
Alarm - Other	19	Animal Complaint	2
Assist - East Spencer Police	25	Assist - EMS	1
Assist - Fire Department	10	Assist - Motorist/Public	4
Assist - Other Agency	6	Assist - Other Officer	63
Assist - Sheriff's Office	16	B&E/Burglary - Commercial, Report	1
B&E/Burglary - Residential, In-Progress	3	B&E/Burglary - Residential, Report	3
Business Check-Drive Through	240	Calls For Service (General)	3
Court	7	Disturbance	2
Disturbance- Verbal	6	Disturbance-Physical	1
Domestic Dispute	4	Escort - Motorist/Public	2
Follow-up Investigation - Outside Town Limits	3	Follow-up Investigation- Spencer	4
Foot Patrol - Business	80	Found Property	1
Fraud - Report	1	House Check	23
Illegal Burning	2	Involuntary Commitment	3
Larceny - In-Progress	2	Larceny - Report	4
Magistrate's Office	1	Maintenance - Equipment	2
Maintenance - Vehicle	30	Meeting	9
Missing Juvenile	1	NCTM - Bank Escort	1
NCTM - Drive Through	155	NCTM - Foot Patrol	42
Noise Complaint	3	Norfolk Southern Railroad-Drive Through	3
Overdose	4	Park Check	131
Property Damage - Report	4	Public Service	16
School Activities	1	School Check - NRES	53
School Check - NRHS	62	School Check - NRMS	56
Shots Fired	4	Special Assignment - Other	6
SRO Duties	3	Subpoena Service	5
Suicide Threat	1	Surveillance	1
Suspicious - Activity	4	Suspicious - Person	10
Suspicious - Vehicle	7	Traffic Accident - PD	4
Traffic Control	1	Training - PD	34
Training - School	16	Trespassing - In-Progress	4

Activity Log Event Summary (Totals)

Spencer Police Department

(07/01/2023 - 07/28/2023)

Unattended Death	1	Unlock Vehicle	1
Vehicle Pursuit	2	Vehicle Stop	106
Warrant Service	13	Welfare Check	7
Yadkin River Park Check - Davidson County	5	Yadkin River Park Check - Spencer	47

Total Number Of Events: 1,550

August 2023 Monthly Report

Calls for Service-As of 07/05/23-7/31/23.

Fire: 50

EMS: 52

Monthly Total: 102

2023 Total: 682

Apparatus:

- All remains in service.
- New Chief's vehicle to be completed on 8/3/23.

Equipment:

- No updates.

Special Events:

- **Coffee with the Chiefs-** August 8th at 0900-Bojangles

Personnel:

- Actively seeking additional part-time personnel, to assist with shift vacancies
Currently experiencing a 25% vacancy rate.

Station:

- No updates

Special Information:

- Currently working with NCLM Risk Manager TJ Deluca to undergo a departmental risk review program. This will consist of reviewing departmental policies, procedures, and practices to ensure we practice the best risk-reduction strategies and adhere 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.

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AGENDA ITEM

Board Meeting Date: 08/08/2023

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

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August 2023 Board of Alderman Meeting

- 1) Regular services (Sanitation, Brush, and Mowing) are running on schedule.
Note: We would like to remind citizens that all small debris and leaves must be bagged for pick-up at this time. This makes it easier for the guy's to pick it up, and it keeps the loose debris at the curb from ending up in the drains during thunder storms.
- 2) **Reminder:** Trash Service will be running one day late the week of September 4th through September 8th, due to observing the Labor Day Holiday.

Labor Day	Monday September 4th	*** Monday will run on Tuesday (September 5th) *** Tuesday will run on Wednesday (September 6th) *** Wednesday will run on Thursday (September 7th)
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- 3) The date for the fall mulch give-away has been set for October 7th, from 7:00 am until 12:00 pm. Delivery for in-town residents will be available, and residents can call ahead to request delivery. **Three loads per residence maximum.** The recycling center at the Public Works Garage will also be open.
- 4) The two large Oak trees at Library Park suffered significant damage during one of the recent storms. The tree closest to the parking lot has been removed, and after having several individuals look at the remaining tree, we will need to remove it also. We have received an estimate, trying to get a second one for comparison. Once we receive the second estimate, removal of the tree will happen soon after. We will be planting a tree or trees back once all work is completed.
- 5) We have been in contact with Carolina Siteworks Inc., and they are estimating a start date sometime the week of August 7th. They will be repairing and completely paving Grant Street, 4th Street from Grant to McCubbins, Jordan Avenue from 4th Street to Alexander, Alexander from Jordan Avenue to Whitehead Avenue, and Yadkin Avenue from 9th Street to 11th Street.

- 6) The new Sanitation Truck is in our possession, and all of the title work has been completed. We are in the process of getting decals made and installed on the side of the truck before it goes in to service. We are also in the process of scheduling the information seminars for the residents that will be affected by parking changes. We are looking at a start date a little later than planned to get everything in place to make for a smooth transition.
- 7) The new truck is about 2 feet taller than our existing truck. So, a great deal of our time this month has been spent on doing tree trimming on the streets so that we do not hit the new larger truck. We will be diligently working on trimming up until the time the truck goes into service.
- 8) All sidewalk that was replaced has been back filled, seeded and strawed. We replaced sections between 8th and 9th Street on Yadkin Avenue, 8th Street at Yadkin Avenue, Carolina Avenue at 7th Street, and a section on Rowan Ave between 5th and 6th Street.
- 9) We have completed our second round of spraying for the Summer. We will be monitoring to see if and when to begin again. As always we only spray what is needed to keep the curb lines clear for storm water runoff.
- 10) **CCAP update:**
We are still working to get a few of the remaining authorization forms from the land owners so that we can file for the construction permits. We have successfully filed for an extension with the Rowan County to make sure that we have time to complete the project.

11) Since last report:

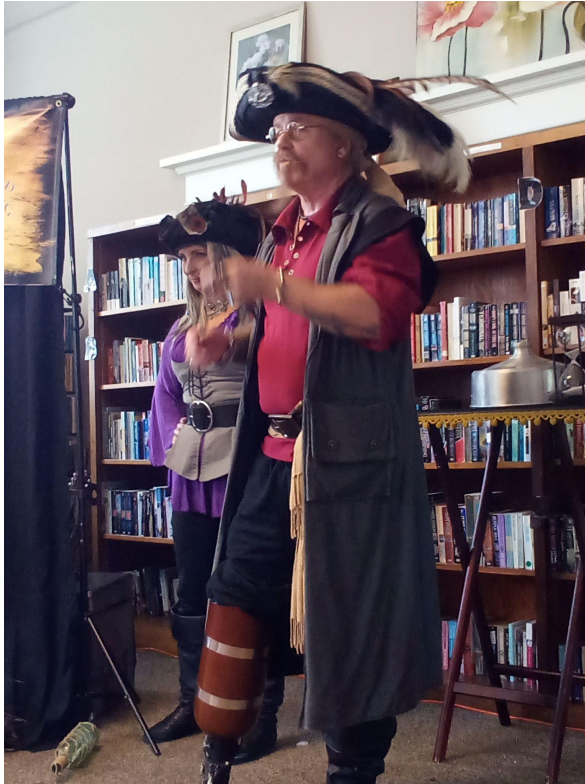
There were 0 mowing abatements issued and completed this month.

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

Monthly Events:

August 1st	- National Night Out
August 12th	- Grand Opening for Bunce Buildings
September 4th	- Labor Day
September 16th	- 5K Race to the River (Creek Week)
October 7th	- Fall Mulch Give-Away
August 1st	- National Night Out

Magical Mermaids and Perilous Pirates



Our summer reading program was a treasure found by many children in Spencer and beyond.

Every Tuesday at three in June and July the librarian and her volunteers read pirate and mermaid stories, sea creatures and more to a rapt audience of all ages. Crafts ranged from mermaid sun-catchers, foam feet parrots, shell collages and pirate hats. Pictures of all of these events are on our Spencer Public Library Facebook page. Even though everyone had busy summers with beach trips and VBS in the community, there were always at least 8 -12 children at each event.

At the last official reading program, the readers were given prizes in the first- third place categories. Each child could pick a prize from the appropriate category. On July 19th , Captain Jim, the magician and his lovely assistant, Lady Louisa, wowed the audience of fifty people with standing room only. Pictures of this grand finale event may be seen on the Spencer Public Library page. Captain Jim spoke of challenges in life and the importance of education and communication. He taught these concepts by fascinating magical tricks with knotted and unknotted ropes, cards, scarves and the magical appearances of birds and bunnies.

Captain Jim interacted with his audience by calling up first a young girl, then a young boy. Even a few teens decided they wanted to volunteer after they saw the magic. Captain Jim sang a sea

shanty and played guitar. At the end, he explained how he started his career, as a result of an accident which left him with a real peg leg. As a child, he had been interested in magic, but this unfortunate life event catapulted him into the magical world full-time.

At the end, everyone being hot and thirsty, lined up outside the Kona-Ice truck for delicious sno-cones with unusual flavors. Keep checking our FB page for future events as the school year begins. The librarian will be overseas for the next three weeks, but never fear Molly Birth will be holding down the hatch at the library with the same hours. Thank you for all of your support. We were glad that several families attended our event from Kannapolis, Granite Quarry, Faith, Rockwell and Salisbury!



DAY		Door Count	Adult Circulation	Children Circulation	Research Questions	New Cards Issued	Students Tutored	Volunteers/ Tutors	Corres. Due Date
July 2023									
7/3/2023	Mon.	Closed		0	0	0	0	0	7/17/2023
7/4/2023	Tues.	10	2	20	0	0	0	3	7/18/2023
7/5/2023	Wed.	6	0	0	2	0	0	0	7/19/2023
7/6/2023	Thurs.	5	2	0	1	0	0	0	7/20/2023
7/7/2023	Fri.	0	0	0	0	0	0	0	7/21/2023
WEEK TOTAL:		21	4	20	3	0	0	3	-----
								10	
7/10/2023	Mon.	4		0			2	1	7/24/2023
7/11/2023	Tues.	8		15			0	0	7/25/2023
7/12/2023	Wed.	5	2	6	2		0	0	7/26/2023
7/13/2023	Thurs.			0			0	0	7/27/2023
7/14/2023	Fri.			0			0	0	7/28/2023
WEEK TOTAL:		17	2	21			2	1	-----
7/17/2023	Mon.	9	2	2		0	2	1	7/31/2023
7/18/2023	Tues.	2	3			0	0	0	8/1/2023
7/19/2023	Wed.	53	6	7		0	0	3	8/2/2023
7/20/2023	Thurs.					0	0	0	8/3/2023
7/21/2023	Fri.					0	0	0	8/4/2023
WEEK TOTAL:		64	11	9		0	2	4	-----
7/24/2023	Mon.	6	1	5	2		2	1	8/7/2023
7/25/2023	Tues.	2	2		0		0	1	8/8/2023
7/26/2023	Wed.	?	?	?	0		0	0	8/9/2023
7/27/2023	Thurs.				0		0	0	8/10/2023
7/28/2023	Fri.				0		0	0	8/11/2023
WEEK TOTAL:		8	3	5	2		2	2	-----
7/31/2023		0	0	0	0	0	0	0	8/14/2023
8/1/2023	Tues.	0	0	0	0	0	0	0	8/15/2023
8/2/2023	Wed.	0	0	0	0	0	0	0	8/16/2023
8/3/2023	Thurs.	0	0	0	0	0	0	0	8/17/2023
8/4/2023	Fri.	0	0	0	0	0	0	0	8/18/2023
WEEK TOTAL:		0	0	0	0	0	0	0	-----
MONTH TOTAL:		110	20	55	5	0	6	7	-----

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AGENDA ITEM

Board Meeting Date: 8/8/2023

(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

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Post Office Box 45
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To: Mayor Williams and Members of the Board of Aldermen
From: Peter Franzese, Town Manager
Date: July 28, 2023
Re: August 2023 Town Manager Report

Generator Update

The Town Hall and Police Department Generator is now fully operational and in the week of July 24 was both needed to supply power during a day-long outage and inspected by the project electrical engineer to satisfy USDA requirements. We are thankful to have reached this milestone and to have the functioning generator in place!

Research into Employee Assistant Program options

Although the Town has an outstanding benefits program available to our full-time staff members, one area where we could improve is through the offering of an Employee Assistance Program (EAP). An EAP is a voluntary, confidential program that helps staff work through various life challenges that may adversely affect job performance, health, and personal well-being to optimize an organization's success. EAP services generally include assessments, counseling, and referrals for additional services to employees with personal and/or work-related concerns, such as stress, financial issues, legal issues, family problems, office conflicts, and alcohol and substance use disorders. We are working with our benefits broker to see what options may be able for this to be added to our benefits program. Hopefully, we will be able to consider incorporating these services as part of our renewal later this fall.

Yadkin River Park Trailhead and Town Park updates

The Yadkin River Park Trailhead project reached substantial completion status in July. We are working with the designer and contractor on a small punch list, and have a few remaining additions to the project such as informational signage. Additionally, Martin Marietta is willing to donate up to 15 large boulders to our project site to improve site safety and aesthetics along the asphalt trail. We expect the facility to be open to the public soon, with a formal ribbon cutting scheduled for 10am on Friday, September 8 and the Race to the River finish, festivities, and awards scheduled for September 16.

Our Town Park PARTF application will be considered for funding at the NC Parks and Recreation Authority meeting on [August 11](#). Joe Morris is planning to attend this meeting in person and has reached out to our RRRS consultant contact to confirm that all is ready to go on our end. Let's cross our fingers for good news!