



Board of Aldermen Regular Meeting

**Agenda Packet
June 11, 2024**



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

DATE
June 11, 2024

- 1. CALL TO ORDER – Mayor Jonathan Williams**
- 2. INVOCATION – Alderman Steve Miller**
- 3. PLEDGE OF ALLEGIANCE – Mayor Jonathan Williams**
- 4. ADDITIONS/DELETIONS AND ADOPTION OF AGENDA**
- 5. RECOGNITIONS**
 - a. Mayor Jonathan Williams
 - i. 80th D-Day Anniversary Proclamation
 - ii. Juneteenth Day 2024
- 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 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.
- 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) will then be removed from the Consent Agenda and considered individually. Otherwise, all items will be enacted by one motion.
 - a. **APPROVAL OF MINUTES:** May 9, 2024, Regular Meeting Minutes
May 21, 2024, Recessed Meeting Minutes
 - b. **CONSIDER AWARDING –** Salisbury Avenue Corridor Improvement Grant to Spencer Deli, LLC
 - c. **CONSIDER AWARDING –** Salisbury Avenue Corridor Improvement Grant to Pinocchio's Restaurant
 - d. **CONSIDER ADOPTING –** Ordinance 24-10 Fiscal Year 2024-2025 Budget
 - e. **CONSIDER ADOPTING –** Text Amendment Ordinance 24-12 Code of Ordinances Section 35.07 Maximum Accrual of Fees Prior to Requiring Small Claims Court Action
 - f. **CONSIDER ADOPTING –** Text Amendment Ordinance 24-13 Development Ordinance Section 16.2-11 Pertaining to Fire Hydrants
 - g. **CONSIDER ADOPTING –** Budget Ordinance Amendment 23-14.019 Reappropriating ARPA Supplanted Funds
 - h. **CONSIDER ADOPTING –** Project Ordinance Amendment 23-19.002 Amending the Downtown Park Project Ordinance 22-018
- 8. CONSIDER AMENDING – Personnel Policy Article III**
- 9. CONSIDER ADOPTING – Ordinance 24-11 Rezoning 1006 & 1008 N. Salisbury Ave. to SFR-3**

**10. CONSIDER ADOPTING – Text Amendment Ordinance 24-14 Development Ordinance
Technical Standards Manual Allowing Roads with 40’ Wide ROW in Limited Cases**

11. CONSIDER ADOPTING – Ordinance 24-15 Yadkin River District Small Area Plan

12. RECEIVE PRESENTATION – Possible Modifications to Livestock Ordinance

13. RECEIVE PRESENTATION – Possible Annexation of Eight Residential Lots on Lincoln Avenue

14. DEPARTMENTAL REPORTS

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

15. TOWN MANAGER REPORT

16. REQUESTS & COMMENTS by the Mayor and Board Members

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

18. ADJOURNMENT



PROCLAMATION OFFICE OF THE MAYOR

WHEREAS, on June 6, 1944, scores of Allied service members prepared to fight a battle that would decide the fate of freedom in the 20th century; and

WHEREAS, on D-Day, American, British, and Canadian forces advanced through thickets of barbed wire and scaled heavily protected cliffs. They braved gales of bullets and artillery fire, taking heavy losses as they cut through Nazi defenses. Thousands gave their last full measure of devotion; and

WHEREAS, victory on D-Day dealt a significant blow to an ideology fueled by hatred and allowed America and its allies to secure a foothold in France, open a path to Berlin, and liberate a continent from the grip of tyranny; and

WHEREAS, victory on D-Day made possible the achievements that followed and the end of World War II – the Marshall Plan, the North Atlantic Treaty Organization (NATO), and the shared prosperity and security that flowed from each; and

WHEREAS, today, as we carry on the struggle for liberty and universal human rights, let us draw strength from a moment when free nations beat back the forces of oppression and gave new hope to the world.

NOW, THEREFORE, I, Jonathan D. Williams, by virtue of the authority vested in me as Mayor of the Town of Spencer, and on behalf of the entire Board of Aldermen and all our citizens, do hereby proclaim June 6, 2024, as a:

NATIONAL DAY OF REMEMBRANCE OF THE 80TH ANNIVERSARY OF D-DAY

BE IT FURTHER PROCLAIMED, that we call upon the citizens of the Town of Spencer to observe this day with programs, ceremonies, and activities that honor those who fought and died so men and women they had never met might know what it is to be free.

IN WITNESS WHEREOF, I have ordered the town seal affixed by my signature on this the sixth day of June in the year of our Lord Two Thousand and Twenty-Four.

ATTEST:

Jonathan D. Williams, Mayor
Town of Spencer, NC

Anna Kanode Ward, Town Clerk
Town of Spencer, NC



PROCLAMATION OFFICE OF THE MAYOR

WHEREAS, on September 22, 1862, President Abraham Lincoln issued the Emancipation Proclamation, declaring that as of January 1, 1863, all enslaved people in the rebellious states would be thenceforward and forever free; and

WHEREAS, it took almost three more years of conflict and loss to bring about the end of the Civil War and the ratification of the Thirteenth Amendment to the United States Constitution in December 1865 to officially end slavery in the United States; and

WHEREAS, on June 19, 1865, two months after the official surrender of the Confederacy at Appomattox, Union Soldiers arrived in Galveston, Texas, and issued General Order No. 3 announcing freedom to some of the last enslaved people in the United States; and

WHEREAS, June 19, or Juneteenth, is nationally recognized as National Freedom Day, the oldest holiday commemorating the abolition of sanctioned slavery in the United States; and

WHEREAS, on this anniversary each year, organizations and individuals throughout North Carolina and our nation celebrate African American heritage, history, freedom, and culture with events and ceremonies that reflect the power of community, family, art, and tradition in the face of oppression; and

WHEREAS, despite more than 150 years since the abolition of slavery, there remain economic, institutional, and social barriers for Black people in America.

NOW, THEREFORE, I, Jonathan D. Williams, by virtue of the authority vested in me as Mayor of the Town of Spencer, and on behalf of the entire Board of Aldermen and all our citizens, do hereby proclaim June 19, 2024, as:

JUNETEENTH DAY

BE IT FURTHER PROCLAIMED, that we call upon the citizens of the Town of Spencer to observe Juneteenth as an opportunity to reflect, rejoice, and work toward a brighter future as we continue to address racial injustices in our society today.

IN WITNESS WHEREOF, I have ordered the town seal affixed by my signature on this the eleventh day of June in the year of our Lord Two Thousand and Twenty-Four.

ATTEST:

Jonathan D. Williams, Mayor
Town of Spencer, NC

Anna Kanode Ward, Town Clerk
Town of Spencer, NC

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date: 06/11/2024

Issue under Consideration:	Consider approving the minutes from the Regular Board of Aldermen Meeting on May 9, 2024, and the Recessed Board of Aldermen Meeting on May 21, 2024.
Current Status:	Alderwoman Patricia Sledge has proofread both sets of minutes, and Town Clerk Anna Kanode Ward has made the suggested grammatical and spelling corrections.
Points to Consider:	N/A
Financial Impact:	N/A
Options:	Approve both sets of minutes. Approve less than two sets of minutes. Suggest edits to minutes.
Recommendations:	Approve both sets of minutes.
Department:	Town Clerk
Attachments:	Minutes for the following meetings: 1. May 9, 2024, Regular Board of Aldermen Meeting 2. May 21, 2024, Recessed Board of Aldermen Meeting

MINUTES
Spencer Board of Aldermen
Regular Meeting
May 9, 2024

The Town of Spencer Board of Aldermen met in regular session to conduct a rescheduled regular meeting in the Hilda B. Palmer Board Room at the Spencer Town Hall on Thursday, May 9, 2024, at 5:31 p.m.

Present were: Mayor Jonathan Williams
Alderman Andrew Howe
Alderdwoman Erin Moody
Alderman Rashid Muhammad
Alderdwoman Patricia Sledge

Also present were: Town Manager Peter Franzese, Town Clerk Anna Kanode Ward, Finance Officer Heather Kann, Public Works Director Joel Taylor, Fire Chief Michael Lanning, Police Sergeant Brian Leonard, Planner Kyle Harris, and Planning & Zoning Administrator Steve Blount.

Alderman Steve Miller and Special Projects Manager Joe Morris attended via Zoom.

Mayor Pro Tempore Patti Secreast and Alderman Steve Miller were absent.

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

ADDITIONS/DELETIONS AND ADOPTION OF AGENDA

Action

Alderdwoman Sledge moved to adopt the agenda as presented. Alderman Muhammad seconded the motion, which carried by a unanimous vote of 4 – 0.

RECOGNITIONS

Mayor Williams presented proclamations for the National Public Service Recognition Week 2024, National Police Week 2024, National Public Works Week 2024, International Firefighters Day 2024, and International Professional Municipal Clerks Week 2024, which are included in the body of the minutes below.

PROCLAMATION
Office of the Mayor

WHEREAS, Public Service Recognition Week was first celebrated during the first week of May in 1985 to honor the people who serve the United States of America as federal, state, county, local, and tribal government employees; and

WHEREAS, citizens in the United States of America are served every single day by public servants at the federal, state, county, and municipal levels. These unsung heroes do the work that keeps our nation working. Their tireless efforts are especially critical today during the COVID-19 pandemic; and

WHEREAS, many public employees take not only jobs, but oaths; and

WHEREAS, many public servants, including military personnel, police officers, firefighters, border patrol officers, embassy employees, health care professionals, and others, risk their lives each day in service to the people of the United States of America and around the world; and

WHEREAS, public servants include teachers, doctors, scientists, train conductors, astronauts, nurses, safety inspectors, laborers, computer technicians, social workers, and countless other occupations. Day in and day out they provide the diverse services demanded by the American people of their government with efficiency and integrity; and

WHEREAS, without these public servants at every level, continuity would be impossible in a democracy that regularly changes its leaders and elected officials; and

WHEREAS, citizens interact with front-line civil servants when they seek government services and many other civil servants work outside of the public eye, receiving little recognition for the wide array of accomplishments they achieve every day.

NOW, THEREFORE, I, Jonathan D. Williams, by virtue of the authority vested in me as Mayor of the Town of Spencer, and on behalf of the entire Board of Aldermen and all our citizens, do hereby proclaim May 5-11, 2024, as:

PUBLIC SERVICE RECOGNITION WEEK

BE IT FURTHER PROCLAIMED, that we extend our **APPRECIATION** to all
TOWN OF SPENCER STAFF

and that we urge all citizens to recognize the accomplishments and contributions of government employees at all levels — federal, state, county, and city.

IN WITNESS WHEREOF, I have ordered the town seal affixed by my signature on this the third day of May in the year of our Lord Two Thousand and Twenty-Four.

PROCLAMATION
Office of the Mayor

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

WHEREAS, National Police Week was established by a joint resolution of Congress in 1962; and

WHEREAS, there are more than 800,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Spencer Police Department; and

WHEREAS, since the first recorded death in 1786, there are currently 24,067 law enforcement officers in the United States who have made the ultimate sacrifice and been killed in the line of duty; and

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, DC; and

WHEREAS, 282 new names of fallen heroes are being added to the National Law Enforcement Officers Memorial this spring, including 118 officers killed in 2023 and 164 officers killed in previous years; and

WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund's 36th Candlelight Vigil, on the evening of May 13, 2024; and

WHEREAS, the Candlelight Vigil is part of National Police Week, which will be observed this year May 10th-16th; and

WHEREAS, May 15 is designated as Peace Officers Memorial Day, in honor of all fallen officers and their families and U.S. flags should be flown at half-staff.

NOW, THEREFORE, I, Jonathan D. Williams, by virtue of the authority vested in me as Mayor of the Town of Spencer, and on behalf of the entire Board of Aldermen and all our citizens, do hereby proclaim May 10-16, 2024, as:

NATIONAL POLICE WEEK

BE IT FURTHER PROCLAIMED, that we extend our **APPRECIATION** to the
TOWN OF SPENCER POLICE DEPARTMENT

and to all law enforcement officers in communities across the nation for the vital services they perform and their exemplary dedication to the communities they represent.

IN WITNESS WHEREOF, I have ordered the town seal affixed by my signature on this the third day of May in the year of our Lord Two Thousand and Twenty-Four.

PROCLAMATION
Office of the Mayor

WHEREAS, public works professionals focus on infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life, and well-being of the people of the Town of Spencer; and

WHEREAS, these infrastructure, facilities, and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector; and

WHEREAS, these professionals are responsible for rebuilding, improving, and protecting our nation's transportation, water supply, water treatment, and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and

WHEREAS, it is in the public interest for the citizens, civic leaders, and children in the Town of Spencer to gain knowledge of and maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and

WHEREAS, the year 2024 marks the 64th annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association; and

WHEREAS, the Town of Spencer Public Works Department is comprised of eleven professionals who are responsible for solid waste, yard waste, bulky item, and litter collection; routine maintenance of fire, police, and public works vehicles; maintaining the Town's streets, sidewalks, facilities, parks, grounds, and stormwater infrastructure including landscaping, general maintenance, and repairs; as well as the endless list of other duties, special projects, and events.

NOW, THEREFORE, I, Jonathan D. Williams, by virtue of the authority vested in me as Mayor of the Town of Spencer, and on behalf of the entire Board of Aldermen and all our citizens, do hereby proclaim May 19-25, 2024, as:

NATIONAL PUBLIC WORKS WEEK

BE IT FURTHER PROCLAIMED, that we that we extend our **APPRECIATION** to the
TOWN OF SPENCER PUBLIC WORKS DEPARTMENT

and urge all citizens to join with representatives of the American Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protecting our national health, safety and advancing quality of life for all.

IN WITNESS WHEREOF, I have ordered the town seal affixed by my signature on this the third day of May in the year of our Lord Two Thousand and Twenty-Four.

PROCLAMATION
Office of the Mayor

WHEREAS, Australian volunteer Fire Lieutenant JJ Edmondson organized the first internationally recognized symbol and date to honor, support, and respect all firefighters in 1999; and

WHEREAS, May 4th is St. Florian's Day, who is the patron saint of firefighters and the first known commander of one firefighting squad in the Roman Empire; and

WHEREAS, the first International Firefighters' Day Sound Off, the sounding of sirens for 30 seconds at noon, was held on the first Sunday in May of 2002 to reflect on the firefighters who lost their lives in the last twelve months, particularly those on September 11th; and

WHEREAS, International Firefighters' Day is observed each year on May 4th to honor and remember past firefighters who have lost their lives while serving their communities, to express gratitude to those who have served in this line of work, and to show support and appreciation for those who presently serve; and

WHEREAS, citizens are encouraged to wear red and blue ribbons on this day, representing fire and water, and to stop at noon to say a prayer for those who freely give of their time and service to the community and remember those who have given the ultimate sacrifice fighting fires; and

WHEREAS, at a moment's notice, firefighters are quick to respond to uncertain situations to mitigate danger and combat the threat of destructive fire to protect individuals, families, and the economic well-being of our community; and

WHEREAS, the demands of firefighting are accompanied by personal, mental, and physical tolls that all firefighters knowingly accept while risking their lives to protect the lives of others.

NOW, THEREFORE, I, Jonathan D. Williams, by virtue of the authority vested in me as Mayor of the Town of Spencer, and on behalf of the entire Board of Aldermen and all our citizens, do hereby proclaim May 4, 2024, as:

INTERNATIONAL FIREFIGHTERS' DAY

BE IT FURTHER PROCLAIMED, that we extend our **APPRECIATION** to the
TOWN OF SPENCER FIRE DEPARTMENT

and that we urge all citizens to show support and appreciation to firefighters who protect our lives and property so diligently throughout the year, and by remembering past firefighters who dedicated their lives to preserve our safety.

IN WITNESS WHEREOF, I have ordered the town seal affixed by my signature on this the third day of May in the year of our Lord Two Thousand and Twenty-Four.

PROCLAMATION
Office of the Mayor

WHEREAS, the Office of the Professional Municipal Clerk, is a time-honored and vital part of local government existing throughout the world; and

WHEREAS, the Municipal Clerk is the oldest among public servants and the only statutorily required position for all units of local government in North Carolina; and

WHEREAS, Municipal Clerks provide the professional link between citizens, local governing bodies, and agencies of government at other levels; and

WHEREAS, Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all; and

WHEREAS, the Professional Municipal Clerk serves as the information center on functions of local government and community; and

WHEREAS, Professional Municipal Clerks continually strive to improve the administration of their duties through participation in education programs, seminars, workshops, and the annual meetings of their state, provincial, county, and international professional organizations; and

WHEREAS, It is most appropriate that we recognize the accomplishments of the Office of the Professional Municipal Clerk, and in particular, our Town Clerk Anna Kanode Ward; and

WHEREAS, Professional Municipal Clerks Week was established in 1969 by the International Institute of Municipal Clerks (IIMC) and is endorsed by the North Carolina Association of Municipal Clerks (NCAMC) and all other members throughout the United States, Canada, and 15 other countries; and

WHEREAS, in 1984 and in 1994, Presidents Ronald Reagan and Bill Clinton, respectively, signed proclamations officially declaring Professional Municipal Clerks Week the first full week of May and recognizing the essential role Municipal Clerks play in local government.

NOW, THEREFORE, I, Jonathan D. Williams, by virtue of the authority vested in me as Mayor of the Town of Spencer, and on behalf of the entire Board of Aldermen and all our citizens, do hereby proclaim May 5-11, 2024, as:

PROFESSIONAL MUNICIPAL CLERKS WEEK

BE IT FURTHER PROCLAIMED, that we extend our **APPRECIATION** to our Town Clerk,

ANNA KANODE WARD

and to all Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

IN WITNESS WHEREOF, I have ordered the town seal affixed by my signature on this the third day of May in the year of our Lord Two Thousand and Twenty-Four.

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

Alderwoman Sledge moved to approve the consent agenda as presented. Alderwoman Moody seconded the motion which carried by a unanimous vote of 4 – 0. Items e and f are included in the body of the minutes below, and items d and g are attached to these minutes as Attachments A and B, respectively. Items approved were:

a. APPROVAL OF MINUTES:

- i. April 4, 2024, Pre-Agenda Meeting Minutes
- ii. April 9, 2024, Regular Meeting Minutes

b. DEPARTMENTAL REPORTS

- i. Planning
- ii. Code Enforcement
- iii. Police
- iv. Fire
- v. Public Works
- vi. Finance
- vii. Library

- c. **TOWN MANAGER REPORT**
- d. **CONSIDER APPROVING** – FY24 Audit Contract with RH CPAs, PLLC
- e. **CONSIDER ADOPTING** – Project Budget Ordinance 23-19.001 – Accepting Rural Downtown Economic Development (RDED) Grant from NC Commerce and Authorizing the Mayor and Staff to Execute a Grant Agreement (Town Park and Building upfit - \$275,000)
- f. **CONSIDER ADOPTING** – Budget Ordinance 23-14.018 Police Vehicle Insurance Payment
- g. **CONSIDER ACCEPTING** – Rural Economic Development (RED) Grant from NC Commerce and Authorizing the Mayor and Staff to Execute Grant Agreement (Building Reuse – CRCHC - \$75,000)
- h. **CONSIDER ACCEPTING** – Blanche and Julian Robertson Foundation (BJRFF) Grant (Carter House Design - \$20,000)
- i. **CONSIDER ACCEPTING** –Margret C. Woodson Foundation Grant and Robertson Grant (Mural Project)
- j. **CONSIDER AWARDING** – Historic Preservation Incentive (HPI) Grant to Sheliah Gainer
- k. **CONSIDER AWARDING** – Historic Preservation Incentive (HPI) Grant to Judy Kinley

DOWNTOWN PARK PROJECT BUDGET ORDINANCE
FOR THE TOWN OF SPENCER,
NORTH CAROLINA
PROJECT BUDGET ORDINANCE AMENDMENT 23-19.001
MAY 9, 2024

BE IT ORDAINED by the Governing Board of the Town of Spencer, North Carolina, the following amended anticipated revenues, and expenditures from the Rural Downtown Economic Development Grant from the NC Commerce are hereby appropriated and approved for the Downtown Park Project amending Ordinance 22-018 and

Section 1. The Town accepts the grant identified and authorizes the Town Manager to sign on behalf of the Town any documents related to the grant's acceptance and

Section 4. To appropriate revenues and expense appropriations as follows for a grant from the NC Commerce of \$275,000:

<u>Revenues</u>				
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
92-3985-002	Other Grants	\$1,400,000	\$1,675,000	<u>\$275,000</u>
<u>Expenditures</u>				
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
92-6120-580	Capital Outlay - Infrastructure	\$1,565,000	\$1,840,000	\$275,000

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

Adopted this 9th day of May 2024.

AN ORDINANCE AMENDING
THE TOWN OF SPENCER, NORTH CAROLINA
GENERAL FUND FY 23-24 BUDGET
ORDINANCE 23-14.018
MAY 9, 2024

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. To amend the FY 23-24 expense appropriations as follows: Appropriate funds from an insurance payment received for wrecked Police vehicle to fund other Police vehicle maintenance.

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

Revenues				
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-3838-000	Insurance Reimbursement	\$3810.00	\$5,225	\$1,415
Expenses/Expenditures				
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-4310-353	Maintenance- Vehicles	\$10,310	\$11,725	\$1,415

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 9th day of May 2024.

RECEIVE PRESENTATION – Town Manager’s Recommended FY 2024-25 Budget

Town Manager Franzese and Finance Officer Heather Kann presented the Mayor and Board with the Town Manager’s Recommended FY25 Budget, which is attached to these minutes as Attachment C. The proposed Spencer budget for FY25 totals \$5,871,288, with \$5,389,806 in the General Fund, \$154,971 in the Powell Bill Fund, and \$326,511 in the Capital Reserve and Replacement Fund. The recommended property tax rate is 62 cents per \$100 of valuation. Some topics discussed included: sales tax projections, vehicle tax, monthly solid waste fee, American Rescue Plan Act (ARPA) funds, appropriated funds, the Capital Reserve and Replacement Fund, personnel needs, upcoming Town projects, Powell Bill Fund, and items not funded in this recommendation. No action was taken by the Board.

CONSIDER AUTHORIZING – Town Manager to Negotiate and Execute an Agreement with Double D Construction Services, Inc.

Town Manager Franzese presented the Mayor and Board with information regarding the abatement of asbestos and lead at 600 S. Salisbury Ave. and requested they authorize him to negotiate and execute an agreement with Double D Construction Services, Inc. He also requested they consider adopting Resolution 24-10 to dispose of personal property to non-profit organizations.

The Town’s vacant building at 600 S. Salisbury Avenue needs asbestos abatement and demolition to allow the property to be available for future public or private use.

The Town has solicited multiple demolition quotes for the building, and the Double D Construction Services proposal provides an option to complete the needed work in two phases. The first phase is abatement of asbestos-containing materials in the building, which we would like to complete this fiscal year. We would plan on the demolition phase with the FY25 budget.

Staff continues cleaning out the old building and working towards conveying usable surplus property to the fullest extent possible. The recommended resolution would allow staff to make the remaining items in the building available to any eligible government or nonprofit organization per 160A-280 on one or two dates, and after those dates, we could entertain privately negotiated sales of property with individuals per 160A-266c.

The quote for asbestos abatement is approximately \$56,000. We have received an additional quote from the same company for the demolition phase (approximately \$61,000). These are the best quotes we have received to date, and this project is in the informal bidding range. We recommend repurposing funds in the current year's budget that were set aside for possible land acquisition to accomplish phase 1. Phase 2 is included in the FY25 recommended budget.

Actions

Alderman Moody moved to authorize Town Manager Franzese to negotiate and execute an agreement with Double D Construction Services, Inc., which is attached to these minutes as Attachment D. Alderman Muhammad seconded the motion, which carried unanimously with a vote of 4 – 0.

Alderman Muhammad moved to adopt Resolution 24-10 Approving Conveyance of Personal Property to Certified Non-profit Organizations, which is incorporated in the body of the minutes below. Alderman Howe seconded the motion, which carried unanimously with a vote of 4 – 0.

TOWN OF SPENCER, NORTH CAROLINA
RESOLUTION 24-10
APPROVING CONVEYANCE OF PERSONAL PROPERTY
TO CERTIFIED NONPROFIT ORGANIZATIONS
PURSUANT TO G.S. 160A-280

WHEREAS, the Town of Spencer owns surplus personal property, such as furniture, equipment, and all other items remaining at 600 S. Salisbury Avenue; and

WHEREAS, North Carolina General Statute § 160A-280 authorizes a city or county to convey personal property for nonmonetary consideration to a nonprofit corporation if the governing board deems the property to be surplus, obsolete, or unused; and

WHEREAS, the Town of Spencer has determined that the personal property described above is surplus, obsolete, or unused; and

WHEREAS, the Town of Spencer finds that the public will benefit from the conveyance of the property described above by 1) finding new use for the property in public and nonprofit agencies who are serving the community, allowing their limited budgets to be directed to the services they provide; and 2) facilitating the removal of this personal property to allow for public or private redevelopment of the Town's real property.

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

1. The Town Manager of Spencer is authorized to execute all documents necessary to convey title to surplus personal property, such as furniture, equipment, and all other items remaining at 600 S. Salisbury Avenue to certified nonprofit and governmental organizations.

2. The consideration for the conveyance is the public benefit of 1) finding new use for the property in public and nonprofit agencies who are serving the community, allowing their limited budgets to be directed to the services they provide; and 2) facilitating the removal of this personal property to allow for public or private redevelopment of the Town's real property.

3. In accordance with the notice requirements of N.C.G.S. § 160A-280, public notice of this resolution was given by posting the notice at spencernc.gov on Friday, May 3, 2024.

Adopted this 9th day of May, 2024.

REQUESTS AND COMMENTS BY THE BOARD MEMBERS

Alderman Pat Sledge:

- Congratulated all the organizations being recognized during the month of May and expressed appreciation for all they do.
- Reminded senior citizens that the Spencer Senior Luncheon is coming up and to contact Ruffy-Holmes Senior Center before the registration deadline.

- Stated her heart was with the family of Molly Seceast Eisenhower and that the public is invited to the upcoming memorial at North Rowan High School.

Alderman Rashid Muhammad:

- Commended Town Manager Franzese and staff for their hard work putting together the recommended budget packet.
- Told Alderman Miller via Zoom that he hopes he feels better soon.
- Prayed that the Most High provide Mayor Pro Tempore Seceast and her family with strength, guidance, and comfort at this time of loss.
- Informed those in attendance and watching that he was able to represent the Town and the Board this past Thursday at North Rowan High School, where he presented the Third and Fourth Quarter Student Awards. He said it was exciting to see students and young people doing great things and that those actions are not going unnoticed.
- Thanked Town staff and department heads for their work throughout the entire year, stating the Town would not make it without them.

Alderman Andrew Howe:

- Stated he thought it appropriate to honor staff and public servants today and that he was glad the budget allows the Town to hire the firefighters and police that we need. He also thanked the public works staff for all they do for the Town.
- Conveyed sorrow for Mayor Pro Tempore Seceast and her family's loss and hope to attend the memorial service.
- Expressed the understanding that while no one wanted to raise taxes, it would be worth it to supplement the grants staff has brought in. While this increase is undesirable, it is going toward necessary things.

Alderwoman Erin Moody:

- Said she enjoyed recognizing the staff and thanked them for preparing the budget proposal.
- Reiterated the idea that it is important to recognize that the budget needs to reflect the desire to have amazing staff who are able to go home safely at the end of the day.
- Informed those present that it is Mental Health Awareness Month.
- Thank everyone who volunteered for United Way Day of Caring at the North Rowan Elementary School trail project.

Mayor Jonathan Williams:

- Mentioned the meeting will recess until May 21st at 5:30 p.m., at which time the Board will have the opportunity to workshop the budget. Requested board members prepare questions and give them to the manager ahead of time.
- Stated the other agenda item for the recessed meeting is an executive session for the manager's annual review and reminded board members to complete the online review.

RECESS

Mayor Williams recessed the meeting until Tuesday, May 21, 2024, at 5:30 p.m. in the same location. The meeting stood recessed at 7:19 p.m.

Approved by:

Attest:

Jonathan Williams, Mayor

Anna Kanode Ward, Town Clerk

MINUTES
Spencer Board of Alderman
Recessed Meeting
May 21, 2024

The Town of Spencer Board of Aldermen reconvened for the meeting which was recessed on Thursday, May 9, 2024, at 7:19 p.m., in the Hilda B. Palmer Board Room at the Spencer Town Hall on Tuesday, May 21, 2024, at 5:36 p.m.

Present were: Mayor Jonathan Williams
Alderman Steve Miller
Alderdwoman Erin Moody
Alderman Rashid Muhammad
Alderdwoman Patricia Sledge

Also present were: Town Manager Peter Franzese, Town Attorney Jay Dees, Town Clerk Anna Kanode Ward, Finance Officer Heather Kann, Fire Chief Michael Lanning, Planning & Zoning Administrator Steve Blount, Planner Kyle Harris, and UNC Lead for NC Fellow Ryan Ledbetter.

Special Projects Manager Joe Morris attended via Zoom.

Mayor Pro Tempore Patti Secreast and Alderman Andrew Howe were absent.

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

ADDITIONS/DELETIONS AND ADOPTION OF AGENDA

Town staff requested two items be added to the agenda:

1. **CONSIDER AUTHORIZING** - Town Manager and staff to apply for a NC Trails/Complete the Trails Grant, up to \$100,000, for the proposed Grants Creek Blueway
2. **EXECUTIVE SESSION per NC General Statute 143-318.11 (a) (5)** "To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease;"

Town staff recommended adding the NC Trails/Complete the Trails Grant as item 5 before the Budget Workshop.

Action:

Alderman Miller moved to add "CONSIDER AUTHORIZING - Town Manager and staff to apply for a NC Trails/Complete the Trails Grant, up to \$100,000, for the proposed Grants Creek Blueway" as item number 5 before the Budget Workshop, "EXECUTIVE SESSION per NC General Statute 143-318.11 (a) (5) 'To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease;'" and to adopt the agenda. Alderman Muhammad seconded the motion, which carried by a unanimous vote of 4 – 0.

CONSIDER AUTHORIZING – Town Manager and staff to apply for an NC Trails/Complete the Trails Grant, up to \$100,000, for the proposed Grants Creek Blueway

Special Projects Manager Morris gave a presentation regarding the NC Trails/Complete the Trails Grant and answered questions from the Mayor and Board. Town staff requested the Mayor and Board of Aldermen consider authorizing the Town Manager and staff to apply for the grant, up to \$100,000, for the proposed Grants Creek Blueway.

In March 2023, the Town of Spencer received a donation of real property from the Three Rivers Land Trust for the expansion of the Stanback Educational Forest. A portion of this land area is adjacent to Grants Creek – near the 7th Street Bridge. Additionally, the Town received a grant from the NC Department of Agriculture to remove woody debris from the creek, clearing the stream channel from Mocksville Avenue in Salisbury to the NC Wildlife Resources Commission's Yadkin River Game Land. The stream channel is navigable by canoe or kayak to Yadkin River – a distance of roughly 2.5 miles. The Board of Aldermen recently re-zoned the Stanback Forest property for CIVIC land use.

The town-owned parcel along Grants Creek is suitable for development as a trailhead for the Stanback Educational Forest. The grant application will propose the construction of a driveway connection to 7th Street, a 10-car gravel parking lot, an informational kiosk, and a small canoe/kayak launch into the creek. The proposed parking area provides trailhead access on the northern end of the Stanback Forest and will ultimately connect the recreation facility to the proposed sidewalks on Whitehead Avenue.

The grant ranges from \$25,000 to \$100,000. No local match is required. The deadline for the grant application is May 29, 2024.

Action:

Aldерwoman Moody moved to authorize the Town Manager and staff to apply for the NC Trails/Complete the Trails Grant, up to \$100,000, for the proposed Grants Creek Blueway. Aldерwoman Sledge seconded the motion, which carried by a unanimous vote of 4 – 0.

FY25 BUDGET WORKSHOP

Topics the Mayor and Board discussed regarding the Fiscal Year 2024-2025 Proposed Budget included: increases in expenses and decreases in revenue that were unknown when the proposed budget was created; increases in various insurance costs; the decision to not have a UNC Lead for NC Fellow in FY25; additional personnel needs, especially for the Fire Department and Recreation; American Rescue Plan Act (ARPA) funds; Powell Bill funds; various grant programs funded by the Town; the impact of a flat vehicle tax on the General Fund and the Powell Bill Fund; the impact of an increase in the monthly solid waste fee on the General Fund; debt services held by the Town, including for the Town Hall and Police Station, garbage truck, and the loan for the fire truck; changes to the fee and charges schedule; equipment needs, especially for the Fire and Police Departments; items that were not be funded in the proposed budget; a breakdown of the ad valorem tax increase, added flat vehicle tax, and increase in the monthly garbage collection fee for the median and the average property owner with two vehicles; and the Jefferson Street Park.

Alderman Muhammad exited the board room around 7:10 p.m. and reentered around 7:15 p.m.

Action

It was the consensus of the Board to adjust the FY25 Proposed Budget by (1) waiting until the last quarter of the fiscal year to hire the Active Living Coordinator, (2) removing the Town of Spencer School Safety and Support Grant Program, (3) decrease the proposed funding for the pocket parks project, (4) decreasing the

Salisbury Avenue Corridor Improvement Grant Program by 25%, and (5) decreasing the Historic Preservation Incentive Grant Program by 25%.

EXECUTIVE SESSION per NC General Statute 143-318.11

Alderman Muhammad moved to go into Executive Session per the following NC General Statutes:

1. **§ 143-318.11 (a) (6)** To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee...
2. **§ 143-318.11 (a) (5)** To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease.

Alderwoman Sledge seconded the motion, which carried unanimously with a vote of 4 – 0. The regular meeting stood at recess at 7:40 p.m.

RECONVENE REGULAR MEETING

Mayor Jonathan Williams reconvened the open session at 9:37 p.m. and announced that no action had been taken in closed session which could be disclosed at this time.

ADJOURNMENT

Alderwoman Moody moved to adjourn the meeting. Alderman Muhammad seconded the motion, which carried by a unanimous vote of 4 – 0. The meeting stood adjourned at 9:38 p.m.

Approved by:

Attest:

Jonathan Williams, Mayor

Anna Kanode Ward, Town Clerk

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

Rowan's Original Gateway.

AGENDA ITEM

Board Meeting Date: June 11, 2024

Issue under Consideration:	Board to consider awarding a Salisbury Avenue Corridor Improvement Grant in the amount of \$2,000.00 to Melissa Schneider (Spencer Deli LLC) for a business signage and outdoor dining project at 408 South Salisbury Avenue.
Current Status:	The Board budgeted \$10,000 for the 2023-24 "Façade Grant" Program.
Points to Consider:	Process is outlined in the Salisbury Avenue Corridor Improvement Grant Program Guidelines (Exhibit A). The applicant is requesting a grant to cover part of the cost of installing new business signage and outdoor dining amenities, including planter boxes, patio market umbrella, and outdoor café tables and chairs. More information is available in the Staff Memorandum (Exhibit B). The Salisbury Avenue Corridor Improvement Grant assists commercial property owners and business tenants with enhancements to building facades, landscapes, driveways, and parking lots. Typical projects include façade repairs and repainting and the installation of new pedestrian amenities such as outdoor seating, planters, awnings, signage, café fences, and lighting. The grant is typically awarded on a 50/50 matching basis with a maximum Town participation of \$2,000 per project. This is a reimbursement grant. Funds are issued at the completion and final inspection and approval of the project. The Community Appearance Commission (CAC) will have issued a recommendation for this project prior to Board of Aldermen consideration.
Financial Impact:	\$2,000.00 from budgeted line item.
Options:	Approve / Deny
Recommendations:	Planning staff recommends that the governing board award a \$2,000 grant to the applicant to support the project.
Department:	Planning & Development Services
Attachments:	Exhibit A. Program Guidelines Exhibit B. Staff Memorandum Exhibit C. Applicant-Submitted Grant Application Form



Date: June 11, 2024

To: Town Manager, Mayor & Board of Aldermen

From: Kyle Harris, Town Planner

Re: \$2,000 Façade Grant to Melissa Schneider (Spencer Deli LLC) for New Business Signage & Outdoor Dining Amenities

Summary:

The applicant, Melissa Schneider, Spencer Deli LLC, requests the maximum grant of \$2,000 to assist with new restaurant signage and outdoor dining amenities for the future Spencer Deli. The deli will be located at the storefront at 408 South Salisbury Avenue, and the property owner is RBC Holdings of Rowan LLC (Rob & Beth Nance). The grant will support a business sign, an LED "open" sign, planter boxes, a patio market umbrella, and outdoor café tables and chairs.

The applicant-submitted signage design and product selections are shown below:



Staff Suggested Motion:

BOARD TO CONSIDER AWARDING A SALISBURY AVENUE CORRIDOR IMPROVEMENT GRANT IN THE AMOUNT OF \$2,000.00 TO MELISSA SCHNEIDER, SPENCER DELI LLC, FOR A SIGNAGE AND OUTDOOR DINING PROJECT AT 408 S. SALISBURY AVE.

Spencer Board of Aldermen

Motion to Approve (Staff's Funding Recommendation)

(Award \$2,000 Façade Grant to Melissa Schneider, Spencer Deli LLC, for Signage & Outdoor Dining Project)

Suggested Motion: "I move to award a Salisbury Avenue Corridor Improvement Grant in the amount of \$2,000.00 to Melissa Schneider (Spencer Deli, LLC) for a signage and outdoor dining project at 408 S. Salisbury Ave., consistent with the Program Guidelines."



TOWN OF SPENCER, NC

Community Appearance Commission

Salisbury Avenue Corridor Improvement Grant – Application

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

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

APPLICATION CHECKLIST

- | | | |
|--|---|--|
| ☒ Grant application

☐ Photographs showing existing conditions of the areas for repair, stabilization, or improvement | ☐ Itemized estimate <u>OR</u> a materials list including total project cost

☐ Project plans and specifications or other appropriate design documentation | ☐ Approved Certificate of Appropriateness Application, if in Local Historic District

☐ Property owner's written permission, if applicable |
|--|---|--|

APPLICANT CONTACT INFO

☐ PROPERTY OWNER

☒ BUSINESS TENANT

Name: Melissa Schneider For Spencer Deli LLC

Contact Person: Melissa Schneider

Telephone: _____

Address: 408 S Salisbury Ave Spencer NC, 28159

Email: spencerdeliLLC@gmail.com

PROPERTY INFORMATION

Rowan County Parcel ID: _____

Current Use: _____

Address: 408 S Salisbury Ave Spencer NC

Local Historic District (if applicable): _____

PROJECT TYPE & DESCRIPTION

- ☒ Introduction of new elements (e.g. outdoor seating and dining, awnings, planters, signage)
- ☐ Landscaping or parking improvements
- ☐ Replacement/stabilization of deteriorated features and elements (e.g. doors, windows, masonry, pre-existing awnings)
- ☐ Removal and replacement of non-original, inappropriate features or material and restoring with original
- ☐ Painting and minor repairs

Description: Outdoor Seating, and Sign

TOTAL PROJECT COST (Attached Itemized Estimate): _____

SIGNATURE

I certify that all information provided in this application is accurate and that all work will be performed to meet the program guidelines, the laws of the State of North Carolina, the standards of the Spencer Development Ordinance, and the Spencer Historic District Standards (if applicable). Submission of this application does not constitute award of a grant or issuance of a permit. The Town of Spencer reserves the right to request additional information to ensure complete review.

Applicant: _____

Date: _____

5/1/24



Community Appearance Commission

Salisbury Avenue Corridor Improvement Grant – Guidelines

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

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

Program Overview

The Salisbury Avenue Corridor Improvement Grant assists commercial property owners and business tenants, including non-profit, civic, and other community-oriented organizations, along the Salisbury Avenue Corridor and within the Main Street (MS) District (map available) with enhancements to building façades, landscapes, driveways, and parking lots. These projects can range from minor repairs and repainting to substantial façade and landscape rehabilitation projects and the installation of new pedestrian amenities such as outdoor seating, planters, awnings, café fences, and lighting.

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

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

Background & Purpose

The Spencer Board of Aldermen has approved funding for the implementation of an incentive grant program to encourage property owners and tenants along the Salisbury Avenue Corridor to make improvements to the visual and functional aspects of their properties consistent with the Spencer Future Land Use Plan.

Salisbury Avenue is a primary gateway into downtown Spencer for many thousands of residents and visitors. With population forecasts projecting rapid growth in the Charlotte metropolitan area over the coming decades, it is likely that an increasing number of visitors will utilize the Salisbury Avenue Corridor and that their perceptions of Spencer – and their willingness to return and patronize local businesses - will be shaped in accordance with the corridor's quality and character. Strengthening the visual and functional aspects along Salisbury Avenue will elevate the economic vitality of the Town by encouraging improved goods and services, economic loyalty, mixed-use development, and new infill.

Who can apply for funding?

- Any commercial property owner or business tenant located along the Salisbury Avenue Corridor and within the Main Street (MS) District (map available) is eligible to apply. A business tenant applicant must obtain the property owner's written permission as part of the application.
- Non-profit, civic, and other community-oriented organizations are also eligible to apply. A tenant applicant must obtain the property owner's written permission as part of the application.
- A project is deemed ineligible for funding if work begins at any point before the application is reviewed and approved by the Board of Aldermen.
- Owners of any property for which an application is submitted must be up to date on their property tax payments.
- If a building has multiple units, each tenant with a separate entrance may apply. Where a single tenant occupies multiple units, the tenant is eligible for one application per façade.
- Only one grant may be awarded for each façade per every other fiscal year (starting July 1).
- A property does not have to be occupied at the time a grant application is submitted. However, applicants for projects at unoccupied properties must submit a written plan and timeline of expected occupancy.

What type of improvements are eligible for funding?

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

- Exterior painting, repainting, and patching.
- Installation of upper-level façade elements such as awnings, signage, flower boxes, lighting, etc.
- Introduction of pedestrian amenities such as street furniture, planters, café fences, umbrellas, lighting, etc.
- Safe cleaning of brick/stone fronts or wall surfaces. (Method of cleaning must be pre-approved.)
- Masonry repair, mortar joint repair, re-pointing of brick.
- Repair and replacement of windows and doors.
- Removal of siding and exterior false façades and metal canopies.
- Repair, reconstruction, and/or replacement of original architectural details.
- Structural and cornice repair and/or replacement.
- Historic reconstructions, rehabilitation or compatible reconstruction of a storefront.
- Landscaping including sidewalks, lawns, and plantings.
- Painting of murals (including artist fees, labor/material/construction costs, and equipment rental).
- Roof repairs.
- Addition of a patio or an outdoor eating space (including furniture).
- Design services (architect, etc.) for façade rehabilitation.
- Parking lot and driveway improvements.
- Removal of non-compliant signs.
- Removal of dilapidated buildings.
- Limited interior alterations such as display window changes that are a necessary part of the façade design.

Examples of **ineligible** activities include:

- Routine maintenance.
- Tools used for repair work.
- Intellectual property that is not solely purposed for renovation (e.g., logo design, etc.).
- Unapproved exterior alterations to properties in Local Historic Districts, including Downtown.
- Improvements made prior to grant approval.
- Interior rehabilitation/improvements that are not a necessary part of the façade design.
- New building construction.
- Application fees, permit fees, and inspection fees.

What are the requirements?

- All proposals must:
 - Meet applicable zoning and code requirements of the Town of Spencer and comply with the Salisbury Avenue Corridor Improvement Grant Guidelines set forth herein;
 - Application must receive a favorable recommendation from the Spencer CAC;
 - Application must be approved by the Board of Aldermen prior to beginning work;
 - Adhere to all applicable sections of Spencer's Historic District Standards.
- Only exterior enhancements are eligible, and priority is given to improvements on primary street-oriented facades and landscapes. (Rear façades and landscapes are reviewed on a case-by-case basis). The cost of limited interior alterations such as display window changes may be included only if they are a necessary part of the façade design.
- Any proposed project within a local historic district must receive a Certificate of Appropriateness from the Historic Preservation Commission *prior* to review by the CAC.
- Improvements to specific properties are considered part of the real estate value of said property and shall not be removed or relocated. Failure to comply with this criterion may subject the property owner to financial reimbursement to the Town of Spencer.
- All projects must be completed before the end of the fiscal year (June 30). Any request for an extension beyond the end of the fiscal year must be approved by the Board of Aldermen. Requests for extensions must be submitted by May 1 and must be accompanied by 1) invoices of completed work equal to or greater than twice the dollar amount of the grant, 2) a notarized letter of intent and/or signed construction contract for work described in the original grant application, and 3) a statement from lending institution financing project, if applicable.

How much funding can I receive from the Town?

- Competitive grants are typically awarded by the Board of Aldermen on a 50/50 matching basis with a maximum Town participation of \$2,000.00 per project. **However, given the limited availability of municipal funds per fiscal year, applicants are not guaranteed to receive the full 50/50 match. The amount awarded is determined by total eligible project costs and by specific considerations as outlined in the following section.**
- The final award amount is based on documentation of actual costs. Grants are paid only when the approved project is completed in accordance with the plans submitted with the proposal.
- A project that alters submitted plans without prior approval will be disqualified from payment. Designs not completed as submitted will also be disqualified.
- Due to limited funding, a single property owner submitting multiple applications for separate façades may receive lower than the maximum award allowed for each façade. This will be determined on a case-by-case basis given the availability of funds.

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

Priority consideration will be given to proposals that make **highly visible and significant design contributions** and which best exemplify the goals set forth in the Town of Spencer's Future Land Use Plan. The detailed criteria that are used to rank applications is outlined in Addendum A of these guidelines. These criteria may be amended annually in order that they continue to encourage best practices in streetscape enhancement. **Applicants are encouraged to familiarize themselves with these criteria in order to develop strong and competitive applications.**

How do I apply?

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

In most cases, the process is as follows:

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

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

A complete application must include the following:

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

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



TOWN OF SPENCER, NC

Community Appearance Commission

Salisbury Avenue Corridor

Improvement Grant – Application

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

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

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

Addendum A: Evaluative Criteria

Each application will receive a score ranging from one (1) to six (6) based on project type and quality. When there are more applications than funds available, higher-scoring projects will receive priority over lower-scoring projects. Additionally, lower-scoring projects are not guaranteed to receive the full 50/50 match. Applicants are therefore encouraged to develop proposals that will score higher in each category.

<i>Table: Evaluative Criteria</i>		POINTS <i>Select one per category</i>
Project Type		
Introduction of new elements: ▪ Pedestrian amenities such as: ○ Outdoor seating and dining, signage, art, planters, café fences, umbrellas and canopies, lighting, awnings, utility screens, and other street furniture. ▪ Upper-level façade elements such as: ○ Art and signage; window planters <u>Or...</u> Major landscaping, parking improvements		3
Replacement/stabilization of deteriorated features and elements: ▪ Doors; windows and transoms; masonry ▪ Awnings and other previously-existing pedestrian amenities ▪ Other architectural elements and ornamentation <u>Or...</u> Minor landscaping, parking improvements <u>Or...</u> (for historic properties) removal and replacement of non-original, inappropriate features or material and restoring with original details and materials		2
Painting & minor repairs		1
Routine maintenance. (Automatic disqualification.)		0
Project Quality		
• Project represents an <i>exceptional</i> improvement to the quality, character, and economic development potential of the Salisbury Avenue Corridor by <i>transforming</i> a severely blighted/inactive façade or landscape into a vibrant, active one with appropriate and high-quality materials/elements; <u>or...</u> • Demonstrates <i>creative and innovative</i> design solutions that promise to enhance social, cultural and economic activity and expand business within the Corridor.		3
• Project represents a <i>noteworthy</i> improvement to the quality, character, and economic development potential of the Corridor by <i>improving</i> the vibrancy and active elements of a façade or landscape using appropriate and high-quality materials/elements; <u>or...</u> • Project demonstrates <i>best-practice</i> design solutions that promise to enhance social, cultural, and economic activity and expand business within the Corridor.		2
• Project does not introduce new pedestrian amenities or façade/landscape elements but does represent more-than-routine maintenance or stabilization of existing elements.		1
• Project is inconsistent with the goals of promoting economic development, business expansion, and job creation and would damage, or not affirmatively promote, the visual and functional utility of the Corridor. (Automatic disqualification.)		0
Total Points (1-6)		

Award Determination

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

Award Determination Guide



<i>Project Score</i>	<i>Matching Grant</i>
6	40-50%
5	35-50%
4	30-50%
3	25-50%
2	20-50%
1	0%
0	0%

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

Addendum B: Extraordinary Circumstances & Emergencies

Under certain limited circumstances, special consideration of a grant application may be justified. At the discretion of the Board of Aldermen, a grant application may be awarded more than the typical maximum award of \$2,000.00, and/or the 50/50 matching requirement may be waived, if all of the following conditions are met:

1. The applicant demonstrates extreme financial need or hardship; and
2. Failure to fund the project at a higher amount could significantly damage the aesthetic or functional value of commercial properties within Spencer and/or risk public health, safety, and/or the general welfare; and
3. Providing an exception under this Addendum is reasonable and in the public interest.

Any determination on whether to provide an exception under this Addendum is to be made solely at the discretion of the Board of Aldermen.

When considering a request for an exception under this Addendum, the Board may also choose to award a grant for a project that has already been completed, provided that such work was solely limited to emergency repairs necessary to protect the public health, safety, and/or the general welfare of the Town of Spencer.

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

Rowan's Original Gateway.

AGENDA ITEM

Board Meeting Date: June 11, 2024

Issue under Consideration:	Board to consider awarding a Salisbury Avenue Corridor Improvement Grant in the amount of \$2,000.00 to Amy Ray & Anthony Nero (Pinocchio's Restaurant) for an outdoor dining project at 518 South Salisbury Avenue.
Current Status:	The Board budgeted \$10,000 for the 2023-24 "Façade Grant" Program.
Points to Consider:	Process is outlined in the Salisbury Avenue Corridor Improvement Grant Program Guidelines (Exhibit A). The applicant is requesting a grant to cover part of the cost of installing a new outdoor dining area at the rear of the property. More information is available in the Staff Memorandum (Exhibit B). The Salisbury Avenue Corridor Improvement Grant assists commercial property owners and business tenants with enhancements to building facades, landscapes, driveways, and parking lots. Typical projects include façade repairs and repainting and the installation of new pedestrian amenities such as outdoor seating, planters, awnings, signage, café fences, and lighting. The grant is typically awarded on a 50/50 matching basis with a maximum Town participation of \$2,000 per project. This is a reimbursement grant. Funds are issued at the completion and final inspection and approval of the project. The Community Appearance Commission (CAC) has voted to recommend approval of this project. Disclosure: Amy Ray & Anthony Nero both serve on the CAC, and both were recused from the vote to avoid a conflict of interest.
Financial Impact:	\$2,000.00 from budgeted line item.
Options:	Approve / Deny
Recommendations:	Planning staff recommends that the governing board award a \$2,000 grant to the applicant to support the project.
Department:	Planning & Development Services
Attachments:	Exhibit A. Program Guidelines Exhibit B. Staff Memorandum Exhibit C. Applicant-Submitted Grant Application Form



Date: June 11, 2024

To: Town Manager, Mayor & Board of Aldermen

From: Kyle Harris, Town Planner

Re: \$2,000 Façade Grant to Amy Ray & Anthony Nero (Pinocchio's Restaurant) for New Outdoor Dining Area (Pizza Garden)

Summary:

The applicants, Amy Ray & Anthony Nero (Pinocchio's Restaurant) request the maximum grant of \$2,000 to assist with building a new outdoor dining area (pizza garden). The project is described as follows: "New build of outdoor pizza garden, to be done in staged. Wood fire pizza oven kitchen, seating, string lights and eventual new restroom. Concept for casual outdoor dining separate from indoor fine dining".

The applicant-submitted project design specifications are attached.

Staff Suggested Motion:

BOARD TO CONSIDER AWARDING A SALISBURY AVENUE CORRIDOR IMPROVEMENT GRANT IN THE AMOUNT OF \$2,000.00 TO AMY RAY & ANTHONY NERO, PINOCCHIO'S RESTAURANT, FOR AN OUTDOOR DINING PROJECT AT 518 S. SALISBURY AVE.

Spencer Board of Aldermen

Motion to Approve (Staff's Funding Recommendation)

(Award \$2,000 Façade Grant to Amy Ray & Anthony Nero, Pinocchio's Restaurant, for Outdoor Dining Project)

Suggested Motion: "I move to award a Salisbury Avenue Corridor Improvement Grant in the amount of \$2,000.00 to Amy Ray & Anthony Nero, Pinocchio's Restaurant, for an outdoor dining project at 518 South Salisbury Ave., consistent with the Program Guidelines."



TOWN OF SPENCER, NC

Community Appearance Commission

Salisbury Avenue Corridor Improvement Grant - Application

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

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

APPLICATION CHECKLIST

☒ Grant application ☐ Photographs showing existing conditions of the areas for repair, stabilization, or improvement	☐ Itemized estimate <u>OR</u> a materials list including total project cost ☒ Project plans and specifications or other appropriate design documentation	☐ Approved Certificate of Appropriateness Application, if in Local Historic District ☒ Property owner's written permission, if applicable
--	--	---

APPLICANT CONTACT INFO

☒ PROPERTY OWNER

☐ BUSINESS TENANT

Name: Amy Ray, Anthony New

Contact Person: Amy Ray Telephone: 704-636-8891

Address: 518 S. Salisbury Ave. Email: littlepinocchioofspencer@gmail.com

PROPERTY INFORMATION

Rowan County Parcel ID: _____ Current Use: Restaurant

Address: 518 S. Salisbury Ave. Local Historic District (if applicable): _____

PROJECT TYPE & DESCRIPTION

- ☒ Introduction of new elements (e.g. outdoor seating and dining, awnings, planters, signage)
- ☐ Landscaping or parking improvements
- ☐ Replacement/stabilization of deteriorated features and elements (e.g. doors, windows, masonry, pre-existing awnings)
- ☐ Removal and replacement of non-original, inappropriate features or material and restoring with original
- ☐ Painting and minor repairs

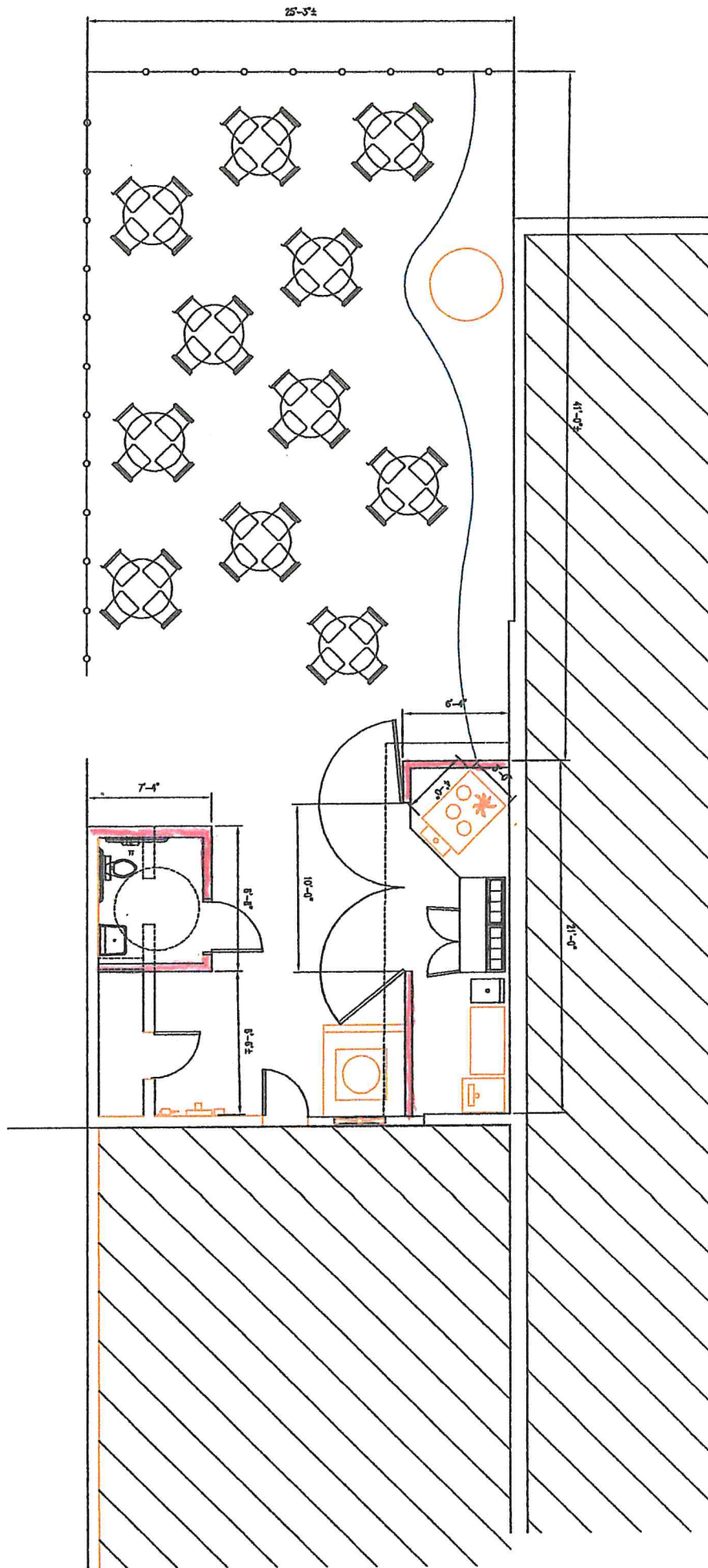
Description: New build of outdoor pizza garden, to be done in stages. Wood fire pizza oven kitchen, seating, string lights and an eventual outdoor bathroom. Concept for casual outdoor dining separate from indoor fine dining.

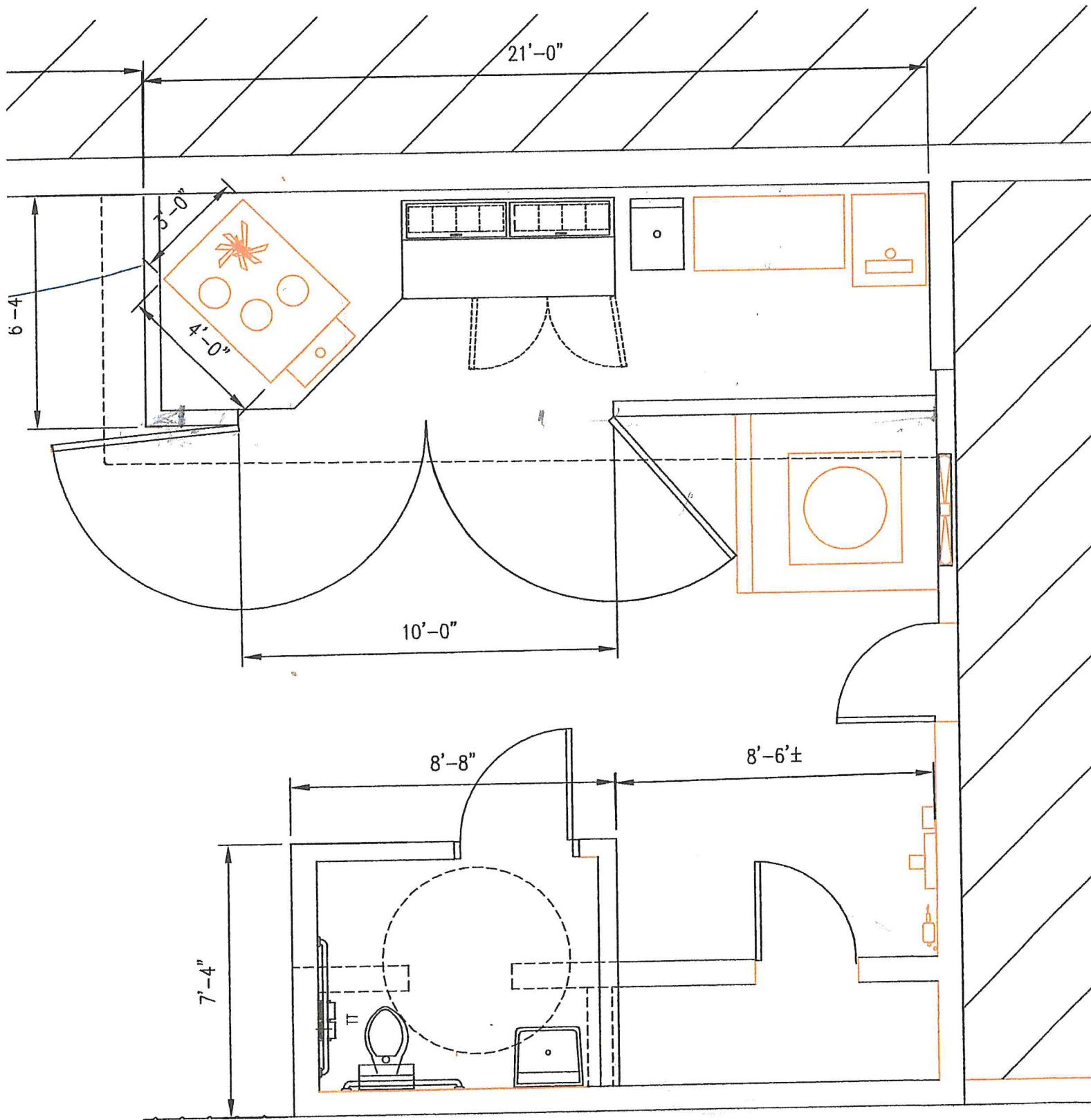
TOTAL PROJECT COST (Attached Itemized Estimate): _____

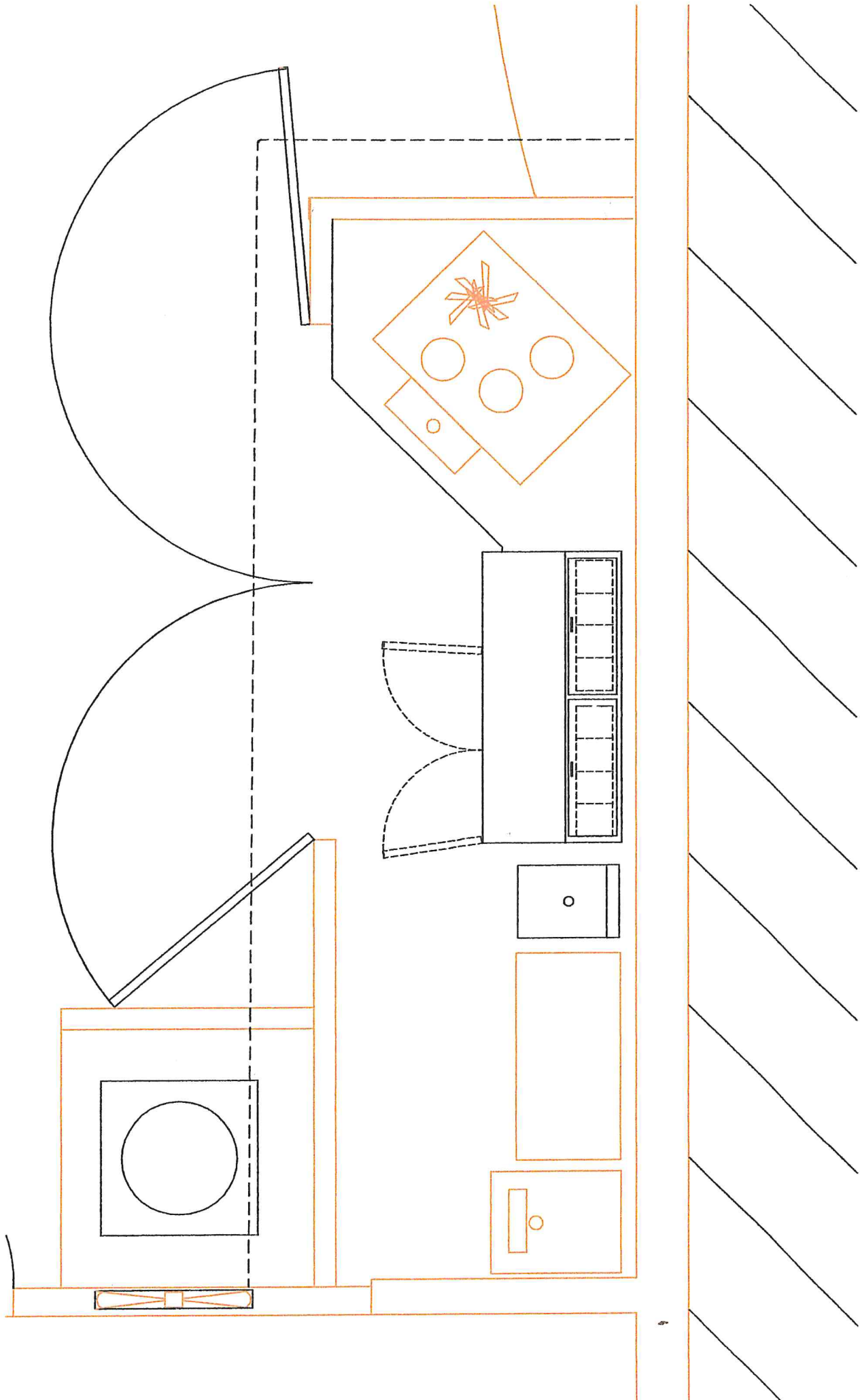
SIGNATURE

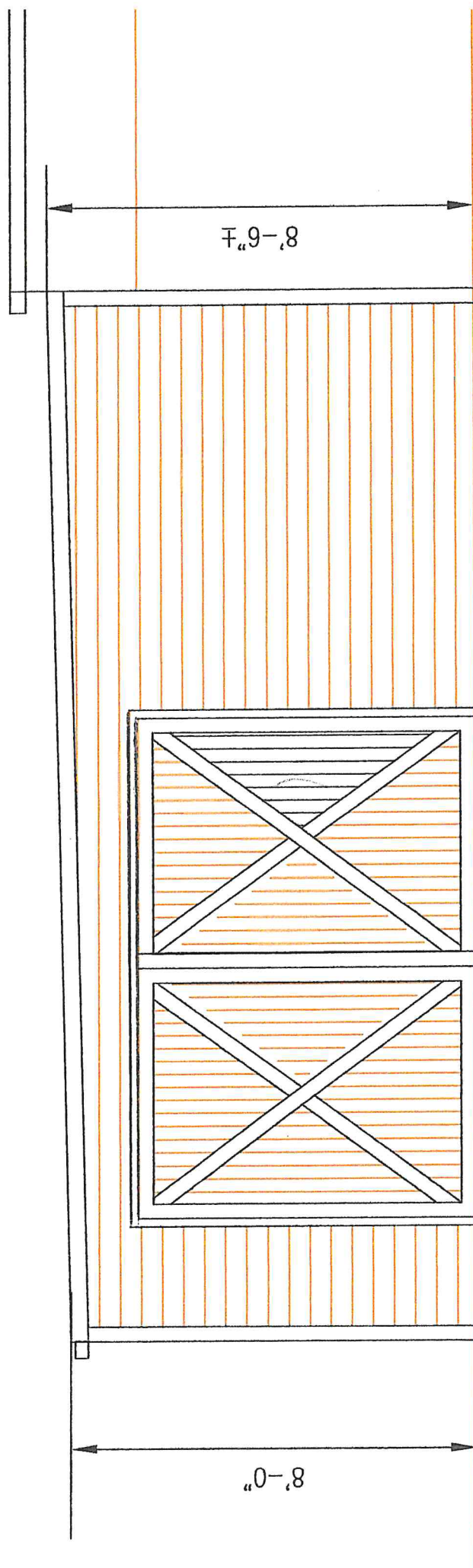
I certify that all information provided in this application is accurate and that all work will be performed to meet the program guidelines, the laws of the State of North Carolina, the standards of the Spencer Development Ordinance, and the Spencer Historic District Standards (if applicable). Submission of this application does not constitute award of a grant or issuance of a permit. The Town of Spencer reserves the right to request additional information to ensure complete review.

Applicant: Amy Ray Date: 6/3/2021









704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Pre-Agenda Date: June 6, 2024
Board Meeting Date: June 11, 2024

Issue under Consideration:	A. Conduct a Public Hearing on the Recommended FY 2024-25 budget (Pre-agenda meeting) B. Consider Adopting FY 2024-25 Annual Budget Ordinance 24-10.
Current Status:	The Town Manager submitted the recommended budget to the Mayor and Board of Aldermen for consideration on May 9. The budget recommendation was based on feedback from the March 7-8 Annual Planning Session and the pre-recommendation workshop opportunities.
Points to Consider:	Full details are 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 6), and considers input, it may adopt a budget ordinance at any time before the end of June 2024. The May 21 Recessed meeting included a Budget Workshop and requested changes have been incorporated into the revised recommended Budget Ordinance for FY 2024-25.
Financial Impact:	To be determined with adoption of FY25 Budget.
Options:	Approve, modify, or decline by vote of the Board of Aldermen
Recommendations:	After conducting a public hearing, motion to adopt the FY 2024-25 Annual Budget Ordinance 24-10.
Department:	Town Manager on behalf of all Departments
Attachments:	1. Summary of revisions to Recommended FY25 Budget 2. FY2024-25 Budget Ordinance 24-10 (revised).

Revisions to Recommended Budget for consideration by Board of Aldermen

- Remove School Safety and Support Grant (-\$20,000)
- Reduce Jefferson Street Park Project funding to \$3,000 (-\$2,000)
- Reduce CAC and HPC Grant programs by 25% to \$7,500 each (-\$5,000)
- Reduce new Recreation position funding to 3 months from 6 months (approx. -\$17,000)
- Reduce Other Grant Revenue and Mural Expenditures due to FY24 progress (-\$5,000)
- Adjust Fire Safety Supply Budget due to declined grant and FY24 purchases (net -\$14,055)
- Adjust various Insurance, Telephone, and other lines based on updated information (net +\$12,527)

Ad Valorem Tax Rate: .00605 (decrease from 62 cents per \$100/valuation)

Revenues

10-3197-100. AD VALOREM TAXES CURRENT..... Decrease by \$51,872 to \$2,092,184
10-3197-101. AD VALOREM TAXES VEHICLE..... Decrease by \$3,965 to \$172,930
10-3985-002. OTHER GRANTS..... Decrease by \$5,000 to \$37,500
10-3991-000. APPROPRIATED FUND BALANCE..... Increase by \$10,308 to \$194,428

Expenditures

10-4110-194. CONTRACT SERVICES Decrease by \$5,000 to \$21,300
10-4110-451. INSURANCE-PROP/GEN/PROF LIAB Increase by \$482 to \$3,531
10-4110-491. DUES AND SUBSCRIPTIONS..... Increase by \$229 to \$14,947
10-4110-600. NONPROFIT GRANTS Decrease by \$20,000 to \$78,750
10-4110-610. COMMUNITY APPEARANCE COMM..... Decrease by \$4,500 to \$12,000
10-4110-620. HISTORIC PRESERVATION COMM Decrease by \$2,500 to \$10,000

10-4130-321. TELEPHONE AND INTERNET..... Increase by \$348 to \$8,652
10-4130-451. INSURANCE-PROP/GEN/PROF LIAB Increase by \$1,554 to \$11,390
10-4130-453. INSURANCE – BONDS..... Increase by \$217 to \$1,590

10-4310-321. TELEPHONE AND INTERNET..... Decrease by \$1,812 to \$16,945
10-4310-452. INSURANCE-VEHICLES..... Increase by \$3,857 to \$28,275
10-4310-491. DUES AND SUBSCRIPTIONS..... Increase by \$3,124 to \$22,903

10-4340-213. SUPPLIES-SAFETY..... Decrease by \$14,055 to \$25,785
10-4340-321. TELEPHONE AND INTERNET..... Increase by \$180 to \$10,392
10-4340-451. INSURANCE-PROP/GEN/PROF LIAB Increase by \$1,131 to \$8,291
10-4340-452. INSURANCE – VEHICLES..... Increase by \$756 to \$5,539

10-4510-451. INSURANCE-PRO/GEN/PROF LIAB Increase by \$468 to \$3,427
10-4510-452. INSURANCE – VEHICLES..... Increase by \$555 to \$4,065

10-4710-451. INSURANCE-PROP/GEN/PROF LIAB Increase by \$361 to \$2,641
10-4710-452. INSURANCE-VEHICLES..... Increase by \$655 to \$4,795

10-6110-451. INSURANCE-PRO/GEN/PROF LIAB Increase by \$399 to \$2,920

10-6120-121. SALARIES/WAGES-REGULAR..... Decrease by \$12,373 to \$10,530
10-6120-181. FICA..... Decrease by \$947 to \$805
10-6120-182. RETIREMENT..... Decrease by \$1,689 to \$1,437
10-6120-183. GROUP INSURANCE Decrease by \$1,351 to \$2,335
10-6120-184. 401K CONTRIBUTION..... Decrease by \$619 to \$529
10-6120-185. WORKERS COMPENSATION..... Decrease by \$22 to \$19
10-6120-451. INSURANCE-PROP/GEN/PROF LIAB Increase by \$23 to \$168

Grand Total: Net Decrease by \$50,529 to \$5,339,277

Recommended Budget Ordinance (revised)

**TOWN OF SPENCER, NORTH CAROLINA
FISCAL YEAR 2024-2025 ANNUAL BUDGET
BUDGET ORDINANCE 24-10**

**AN ORDINANCE CONCERNING APPROPRIATIONS AND THE RAISING OF REVENUE FOR THE FISCAL YEAR BEGINNING
JULY 1, 2024**

BE IT ORDAINED by the Board of Aldermen of the Town of Spencer, North Carolina, that the following 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 the Town Government and its activities for the Fiscal Year beginning July 1, 2024, and ending June 30, 2025.

Section 1: General Fund

Anticipated Revenues

Ad Valorem Taxes	\$2,309,714
Municipal Vehicle Tax	13,000
Sales Tax Proceeds	1,194,269
Other Taxes & Proceeds	217,100
Miscellaneous Revenues	<u>912,955</u>
Subtotal	4,647,038
Appropriated Fund Balance	194,428
Appropriated Capital Reserve	272,811
ARP/CSLFRF Grant Funds	225,000
Total Anticipated Revenues	<u><u>\$5,339,277</u></u>

Authorized Expenditures

By Department

Governing Body	\$ 573,761
Administration	912,988
Police	1,825,251
Fire	940,524
Streets	503,395
Solid Waste	461,833
Library	46,235
Recreation	75,290
Total Authorized Expenditures / Transfers	<u><u>\$5,339,277</u></u>

Section 2: Powell Bill Fund

Anticipated Revenues

Powell Bill Proceeds	\$131,971
Municipal Vehicle Tax	13,000
Non-operating Revenues	10,000
Total Anticipated Revenues	<u><u>\$154,971</u></u>

**Authorized Expenses
By Department**

Streets – Personnel	\$ 17,179
Streets - Operating Expenses	137,792
Total Authorized Expenses	<u>\$154,971</u>

Section 3: Capital Replacement and Reserve Fund

Anticipated Revenues

General Fund Contribution	\$276,511
Appropriated Fund Balance	50,000
Total Anticipated Revenues	<u>\$326,511</u>

**Authorized Expenses
By Department**

Police	64,754
Fire	248,558
Streets	13,199
Total Authorized Expenses	<u>\$326,511</u>

Section 4: Levy of Taxes

There is hereby levied, for Fiscal Year 2024-2025, an Ad Valorem Tax Rate of **\$0.605** per One Hundred Dollars (\$100.00) valuation of taxable property as listed for taxes as of January 1, 2024, for the purpose of maintaining the revenue from current taxes as set forth in the foregoing estimates of revenues, and in order to finance the foregoing applicable appropriations. This rate of tax is based on an estimated assessed valuation of **\$352,872,952** with an estimated collection rate of **98%** and estimated vehicle valuation of **\$26,434,647** with an estimated collection rate of 100%, yielding **\$2,265,114** in the current year ad valorem tax revenues.

Municipal Vehicle Tax is assessed at \$10 per registered vehicle with \$5 to General Fund and \$5 to Powell Bill Fund.

Section 5: Fees Schedule

There are hereby established, for the Fiscal Year 2024-2025, various fees and charges as contained in Appendix A.

Section 6: Special Authorization - Budget Officer

- A. The Town Manager is hereby authorized to make any budget amendments as may be required within each fund as long as the total appropriation for each fund does not change and contingency funds are not utilized to do so.
- B. Interfund transfers established in the Budget Ordinance and supporting documents may be accomplished without additional approval from the Board of Aldermen.

Section 7: Restrictions - Budget Officer

- A. Interfund and interdepartmental transfer of monies, except as noted in Section 5, shall be accomplished by Board of Aldermen authorizations only.

- B. Utilization of appropriations contained in Contingencies may be accomplished only with specific approval of the Board of Aldermen.

Section 8: Utilization of Budget Ordinance

This ordinance shall be the basis of the financial plan for the Town of Spencer Municipal Government during the Fiscal Year 2024-2025. The Town Manager shall administer the budget and he shall ensure that operating officials are provided guidance and sufficient details to implement their appropriate portion of the Budget.

The Administration Department shall establish and maintain all records, which are in consonance with this Budget Ordinance, and the appropriate Statutes of the State of North Carolina.

Section 9: Salary Adjustments

- A. For the Fiscal Year 2024-2025, a Developmental Increase Adjustment is authorized effective with the first full pay period in July, for eligible employees per the Personnel Policy.
- B. For the Fiscal Year 2024-2025, a Merit Performance Increase with a range of 2.5 percent to 3.5 percent is authorized effective with the first full pay period in July, for eligible employees per the Personnel Policy.
- C. For the Fiscal Year 2024-2025, a Holiday bonus of \$1,000 for full-time, and \$500 for eligible part-time/volunteer/reserve employees is authorized per the Personnel Policy.

Section 10: Reappropriation of Funds Encumbered and Grants in FY 2024-2025

Appropriations hereinabove authorized and made shall have the amounts of the unearned portion of contracts on June 30, 2024, added to each appropriation as it is applied in order to properly account for payment against the fiscal year in which it is paid. This also will apply to any unspent Grant funds received for specific projects.

Copies of this ordinance and the attached budgets shall be maintained in the office of the Town Clerk of the Town of Spencer and shall be made available for public inspection.

Adopted this ____ Day of June, Two Thousand and Twenty-Four.

Anna Kanode Ward
Town Clerk

Jonathan D. Williams
Mayor

Appendix A: Fees and Charges

FISCAL YEAR 2024-2025 Town of Spencer Fees and Charges

BUILDING CONSTRUCTION AND RELATED ACTIVITIES

\$ 50.12 Temporary Use Commercial Dumpster Permit.....	\$5.00
\$ 152.67 Commercial Maintenance Code Violation Appeal.....	\$300.00
\$ 153.08 Flood Damage Prevention Development Permit (per structure).....	\$25.00
\$ 153.42 Flood Damage Prevention Appeal.....	\$300.00
\$ 152.67 Flood Damage Prevention.....	\$300.00
Private Sewage Disposal System Application and Permit Fee.....	\$50.00

SOLID WASTE COLLECTION MONTHLY FEE

Residential:.....	\$18.00
Commercial:.....	\$30.00

SOLID WASTE EXTRA OR REPLACEMENT CARTS..... Based on actual cost to Town
Repair or replacement of damaged carts provided free of charge.

SOLID WASTE BULKY ITEM COLLECTION FEES *(normal bulk item program was eliminated FY14-15)*

Items requiring use of backhoe.....	\$50.00
Bulk brush removal minimum charge.....	\$50.00

Note: Charges for specific cases to be calculated by Public Works Director or designee based upon site visit. All fees must be paid in advance.

STREETS & SIDEWALKS

Excavation, Curb Cut Permit.....	\$50.00
Driveway Permit.....	\$25.00
Pole and Wire Permit.....	\$5.00 per pole

CIVIL PENALTIES

See Town of Spencer Code of Ordinances for various Civil and Criminal Penalties

Parking in Fire Lane.....	\$50.00
Parking within 15' of Hydrant/FDC.....	\$50.00
Fire Hydrant Obstruction.....	\$25.00
Burn Ordinance Violation.....	\$50.00
General ordinance violation with civil penalty not otherwise specified.....	\$50.00

SUBDIVISION PLATS, ZONING REVIEW/APPROVAL, HISTORIC DISTRICT REVIEW APPROVAL

Subdivisions	Fee
Conveyance Plat ¹	\$10
Exception/Recombination Plat ¹	\$75
Preliminary Plat Review – less than 24 lots ²	\$250
Preliminary Plat Review – 25-50 lots ²	\$500
Preliminary Plat Review – more than 50 lots ²	\$750 + \$20 per lot over 100
Preliminary Plat – Applicant Appeal ²	\$100
Preliminary Plat – Minor Revision ²	\$50
Preliminary Plat – Major Revision ²	\$150
Final Plat Review – Major Subdivision ^{1,3} (If a third submittal is required an additional review fee will be collected)	\$175 per map
Final Plat Review – Minor Subdivision ^{1,3} (If a third submittal is required an additional review fee will be collected)	\$50 per map sheet
Letter of Credit Bond/Review (A fee applies to revisions, replacements and partial release requests)	\$100 + engineers' cost
Time Extension for Plat Approval	\$150
Sketch Plat Review	\$100

Site Development Plan Review	Fee
Predevelopment Meeting	\$0
Sketch Plan Review	\$100
Site Development Plan Review	\$100
Site Construction Plan Review	\$100 per page
Final Plat with Required Easements ^{2,3}	\$150 per page

Zoning (Text &/or Map) Amendment	Fee
Zoning Amendment (except Conditional Zoning)	\$550
Conditional Zoning	\$650

Zoning Permit	Fee
Single, Two Family structures and mobile homes	\$50 + \$35 for permits subject to design review
Single Family attached/multi-family (condo, apartments, townhomes, etc.)	\$50 + \$5 per unit
Residential Addition/Accessory Structures	\$50
Fences	\$25
Non-residential	\$50 per structure + zoning plan review fee if applicable
Temporary Construction Trailers	\$75
Temporary Use Permits	\$75
Home Occupation Permits	\$75
Zoning Verification Letter	\$25
Zoning Verification Email	\$0
Certificate of Non-Conformity Adjustment	\$50

¹ Recordation by owner/developer.

² Site plan review required.

³ All easements shown on final plat or site plan.

Special Use Permit Application (whether or not approval is granted)	\$550
Vested Rights Process	\$250
Driveway Connection	\$25
Curb Cut	\$50
Fences	\$25

Sign Permits	Fee
Permanent Sign	\$50 each
Outdoor Advertising Sign (Billboard)	\$500
Temporary Sign	\$0

Board of Adjustment	Fee
Variance Application	
Residential	\$200
Non-Residential & Multi-Family	\$350
Appeal of Zoning Administrator Decision/Interpretation Request (refunded if overturned)	\$100
Appeals not requiring public notification	\$50

Fine for Construction Without Permits	Fee
Where construction begins without the appropriate permits in place, permit cost shall be doubled	Normal Fee x2

Historic District	Fee
Certificate of Appropriateness, Routine Work	\$0
Certificate of Appropriateness, Minor Work	\$25
Certificate of Appropriateness, Major Work	\$50
Certificate of Appropriateness, After-the-Fact	\$250

Other	Fee
Street/Alley Closing Fee	\$250 + survey and petition work
Plotted Maps, Ordinance Copies, Etc.	Production cost
Voluntary Annexation Petition (per parcel)	\$250 + survey
Demolition	\$50
Temporary Dumpster	\$5
Permanent Dumpster	\$50
Portable-On-Demand Unit (POD)	\$0

ADMINISTRATIVE/ MISCELLANEOUS FEES

Special Event Permit.....	\$20.00
Voluntary Annexation Petition (per parcel).....	\$175.00
Police Reports, request by mail.....	\$2.00
Police Fingerprinting Request.....	\$15.00
Parade/ Picket Permits.....	\$5.00
Standards Manual (includes zoning and subdivisions).....	\$50.00
Copy of Current Budget.....	\$10.00
Copy of Historic District Guidelines.....	cost of reproduction
Copy of Plotted Maps / Zoning Map.....	cost of reproduction
Municipal Code of Ordinances.....	\$175.00
Xerox copies.....	\$.25/page

FAX service.....\$1.00 first page plus \$.50 each additional page
Town logo merchandise.....Cost plus \$5 or 10 percent, whichever is less

Police Off-Duty rate (per officer, per hour).....\$35
Fire Off-Duty rate (per firefighter, per hour).....\$30

Fire Apparatus Daily Rate: (may be waived for planned public education events targeting the local population).....\$75

Police Evidence Courtesy Storage Monthly Rate (may be pro-rated by the week):

Less than 1 cubic yard.....\$100.00
More than 1 cubic yard.....\$300.00

Nuisance Abatement and Residential Rental Property Remedial Action Program:

Administrative Fee (applicable as Rental Registration Fee).....\$175.00
Mobilization fee (includes first½ hour).....\$175.00
Abatement fee (following first½ hour).....\$62.50 per½ hour
Abatement requiring backhoe.....additional \$25.00 per½ hour

STANBACK FOREST SHELTER RENTAL

Shelters.....½ day \$25.00 full-day \$50
Security Deposit.....\$100.00

LIBRARY PARK RENTAL

Park Rental Fee including Gazebo.....\$50.00
Security Deposit.....\$50.00

8th STREET BALL PARK RENTAL

Park Rental Fee.....\$50.00
Security Deposit.....\$100.00

MULCH

- The Public Works Director may limit or discontinue mulch giveaway at any time based on the need to maintain an adequate supply of mulch for Town services. Public Works Department (PWD) will load based upon its determination of its most suitable, available loader for the subject vehicle size:
 - Small bucket approximately 0.5 yd³
 - Large bucket approximately 1.75 yd³
- On two dates out of the year (one Spring, one Fall - to be determined and subject to rain makeup), mulch giveaway is free for all town residents who drive to Public Works mulch yard to be loaded. PWD may limit the amount of any large-volume vehicles to 5 scoops each trip depending on the waiting line.
- Any other time for town residents must be pre-arranged with the Public Works Director:
 - \$3 / small bucket \$5 / large bucket
- Out-of-town residents (during designated giveaways, or at any other time pre-arranged with the Public Works Director):
 - \$7 / small bucket \$10 / large bucket
- Delivery (mulch included) anywhere within the town's corporate limits:
 - 1-ton ("pickup") dump truck (approximately 7 yd³).....\$25 / load
 - Large dump truck (approximately 10 yd³).....\$35 / load
- Oversized loading (such as tandem dump trucks, up to approximately 30 yd³).....\$75

704-633-2231
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Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date: 6.11.24 Regular Meeting

Issue under Consideration:	Code of Ordinances section 35.07 pertaining to maximum accrual of fees prior to requiring small claims court action
Current Status:	Set at \$5,000 due to previous small claims court maximum
Points to Consider:	Small Claims Court maximum has been increased to \$7,500 and our minimum should be increased to match that giving flexibility in code enforcement actions
Financial Impact:	none
Options:	Approve, disapprove, or modify staff recommended amendment
Recommendations:	Approve revision to \$7,500
Department:	Planning



TOWN OF SPENCER, NORTH CAROLINA

AN ORDINANCE TO Amend Chapter 35, Section 35.07 of the Town of Spencer's Code of Ordinances;
ORDINANCE 24-12

WHEREAS, The Town of Spencer's Code Enforcement process of assessing and collecting fines is defined in part by section 35.07; and

WHEREAS, the maximum amount of accrued fines before requiring the Town's staff to proceed with Small Claims Court action is listed in that section to be, "less than or equal to \$5,000", that amount being equivalent to the maximum allowed Small Claims Court action at the time of adoption of that section of the code; and

WHEREAS, the Small Claims Court maximum action has since been increased to \$7,500; and

WHEREAS, increasing this trigger amount to the local Small Claims Court statutory maximum will allow code enforcement staff needed flexibility in their enforcement actions; and

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

Section 1.

Revise Chapter 35 of the Town's Code of Ordinances, revising Section 35.07 with revisions shown in Section 2 of this Ordinance.

Section 2.

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

§ 35.07 RECOVERY OF CIVIL PENALTIES.

The Land Management Director shall bring suit in small claims court for recovery in matters where the accumulation of any civil penalties assessed for violations of this code is less than or equal to ~~\$5,000~~ **\$7,500**. The Director shall represent the town in this matter.

Section 3.

This ordinance shall become effective immediately upon adoption.

Adopted this 11th day of June, 2024

Jonathan Williams, Mayor

Anna Kanode Ward, Town Clerk

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date: 6.11.24 Regular Meeting

Issue under Consideration:	Development Ordinance section 16.2-11 pertaining to fire hydrants
Current Status:	Specific hydrant type and design not specified
Points to Consider:	Adopting standard will ensure new or replaced fire hydrants will work with town's firefighting hoses without need for adaptors
Financial Impact:	none
Options:	Approve, disapprove, or modify staff recommended revision
Recommendations:	Approve staff recommendation
Department:	Planning



TOWN OF SPENCER, NORTH CAROLINA

AN ORDINANCE TO Amend Article 16, Section 16.2-1 of the Town of Spencer's Development Ordinance; ORDINANCE 24-13

WHEREAS, The Town of Spencer's Fire Department connects to and makes use of the water distribution system provided and maintained by the Salisbury Rowan Utilities (SRU) when fighting fires in the Town of Spencer; and

WHEREAS, various types of fire hydrants have been installed on SRU's water system in the Town of Spencer over time; and

WHEREAS, The Town's firefighting equipment is designed to be connected to a certain size and type of hydrant; and

WHEREAS, while adaptors can be used to facilitate connection to the various types of hydrants, their use requires time to install, thus it will be more efficient if all new hydrants and replacement hydrants are of a single specified type; and

WHEREAS, it would also be more efficient to retrofit the existing fire hydrants by adding permanent adaptors to the old hydrants allowing direct connection to the Town's firefighting equipment; and

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

Section 1.

Revise Article 16 of the Town's Development Ordinance revising Section 16.2-11 with revisions shown in Section 2 of this Ordinance.

Section 2.

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

16.2-11 Water supply for fire protection.

(A.) Water supply for fire protection shall be provided as required by the North Carolina Fire Prevention Code.

(B.) Size, type, and installation of hydrants shall conform to the specifications set forth in the North Carolina Fire Prevention Code.

(C.) The maximum distance between fire hydrants shall be 800' measured by right angles along identified travel way(s).

(D) Unless otherwise authorized by Spencer Fire Chief, hydrants shall be Muller Super Centurion with integral Storz connection.

(E) Location of fire hydrants on new streets and in new subdivisions shall be approved by Spencer Fire Chief

Section 3.

This ordinance shall become effective immediately upon adoption.

Adopted this 11th day of June, 2024

Jonathan Williams, Mayor

Anna Kanode Ward, Town Clerk

704-633-2231
townofspencer.com



Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date: 6/11/24

Issue under Consideration:	Budget Ordinance Amendment Reappropriate ARPA Supplanted funds.
Current Status:	The Town allocated \$59,000 for Strategic Property Purchases to be transferred from the General Fund to the Capital Reserve and Replacement fund in the FY24 budget.
Points to Consider:	The Town needs to reallocate these funds to the General Fund.
Financial Impact:	The Capital Reserve and Replacement Fund will decrease, and the General Fund will increase in revenues and expenditures.
Options:	Accept or decline by vote of the Board of Aldermen
Recommendations:	Motion to approve Budget Ordinance Amendment 23-14.019.
Department:	Administration

AN ORDINANCE AMENDING
THE TOWN OF SPENCER, NORTH CAROLINA
GENERAL FUND FY 23-24 BUDGET
ORDINANCE 23-14.019
JUNE 11, 2024

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. To amend the FY 23-24 revenue and expense appropriations as follows:
Reappropriate \$59,000 supplanted funds the ARPA grant to the General Fund

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

Revenues

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
30-3984-010	General Fund Contribution	\$210,298	\$151,298	(\$59,000)

Expenses/Expenditures

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
30-4110-570	Co-Land	\$59,000	\$0	(\$59,000)

Revenues

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-3991-000	Appropriated Fund Balance	\$654,745	\$713,745	\$59,000
10-3991-001	Appropriated Capital Reserve	\$210,298	\$151,298	(\$59,000)

Expenses/Expenditures

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-4130-194	Contract Services	\$297,392	\$356,392	\$59,000
10-4110-930	Transfer to Capital Reserve Fund	\$210,298	\$151,298	(\$59,000)

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 June 2024.

Anna Kanode Ward, Town Clerk

Jonathan Williams, Mayor

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Rowan's Original Gateway.

AGENDA ITEM

Board Meeting Date: 6/11/24

Issue under Consideration:	A Project Ordinance Amending the Downtown Park Project Ordinance 22-018
Current Status:	The Town recognizes budgeted funds not spent and plans to appropriate these funds to the Downtown Park Project.
Points to Consider:	The Town would like to reappropriate \$25,000 originally budgeted for the IDEA center, \$3,000 from Strategic Property Purchases, and \$50,000 for Signage Improvements.
Financial Impact:	No financial impact as the funds were included in the FY24 budget.
Options:	Accept or decline by vote of the Board of Aldermen
Recommendations:	Motion to approve the Downtown Park Project Ordinance Amendment 23-19.002.
Department:	Town Hall

DOWNTOWN PARK PROJECT BUDGET ORDINANCE
FOR THE TOWN OF SPENCER,
NORTH CAROLINA
PROJECT BUDGET ORDINANCE AMENDMENT 23-19.002
JUNE 11, 2024

BE IT ORDAINED by the Governing Board of the Town of Spencer, North Carolina, the following amended anticipated revenues, and expenditures from the FY24 Budget are hereby appropriated and approved for the Downtown Park Project amending Ordinance 22-018 and

Section 1. To amend General Fund expenses between Governing Body and Administration to Parks budget as follows:

		<u>Expenditures</u>		
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-4110-194	Contract Services	\$96,798	\$71,798	(\$25,000)
10-4130-194	Contract Services	\$314,392	\$261,392	(\$53,000)
10-6120-850	Transfer to Projects	\$225,000	\$303,000	\$78,000

Section 2. To appropriate General Fund revenues and expenses to the Town Park Project as follows:

		<u>Revenues</u>		
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
92-3984-850	General Fund Transfer	\$325,000	\$403,000	\$78,000

		<u>Expenditures</u>		
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
92-6120-580	Capital Outlay - Infrastructure	\$1,840,000	\$1,918,000	\$78,000

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

Adopted this 11th day of June 2023.

Anna Kanode Ward, Town Clerk

Jonathan Williams, Mayor

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Post Office Box 45
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AGENDA ITEM

Pre-Agenda Date: June 6, 2024
Board Meeting Date: June 11, 2024

Issue under Consideration:	Consider amending Town of Spencer Personnel Policy and Procedure Manual - Article III.
Current Status:	The new Personnel Policy for the Town was adopted in March of 2021 and last amended in February of 2023. Staff recommends amendments to Article III: The Pay Plan, to align with best practices and to improve our ability to recruit and retain talent.
Points to Consider:	The recommended amendment to Article III adds a new section, authorizing the Town Manager to consider for approval three new types of temporary and permanent pay adjustments when special circumstances arise. The amendments to the Holiday Bonus section are administrative corrections to align our policy with current practices.
Financial Impact:	It is expected that in most cases, the types of increases described in the new section would be funded through the available budget not otherwise expended, for example, via unspent salary and benefits from a vacant position. Any salary change that could not be funded through the available budget would require approval of a budget amendment. There is no expected impact due to recommended Holiday Bonus section amendments.
Options:	
Recommendations:	Motion to approve recommended amendments to Town of Spencer Personnel Policy and Procedure Manual - Article III: The Pay Plan.
Department:	Town Manager
Attachments:	1. Recommended revisions to Article III.

SECTION 14. OTHER INCREASES (RECOMMENDED AMENDMENT – NEW SECTION)

The Town Manager is authorized, upon recommendation of a department head, to consider for approval other types of temporary and permanent pay adjustments when special circumstances arise, as follows. Consideration will include review and concurrence from the Finance Officer that funding is available in the applicable departmental budget.

- A. Temporary Increases: In cases where the assignment of work requires an employee to perform in a higher level classification (grade), a temporary pay rate may be established for the period of that assignment. Temporary Increases range from 5-10% depending on the level of responsibility. The incumbent must be working in the higher classification at least 50% of the time for a minimum of 30 days. Temporary increases are effective the beginning of the pay period in which the increase is effective.
- B. Retention Adjustments: In special circumstances and for positions considered critical to accomplishing departmental objectives, department heads may request approval to permanently adjust an employee's salary in response to a bona fide external job offer provided there are no equity issues. The salary will not exceed the maximum of the salary band. This policy will not apply if the employee is transferring within the Town.
- C. Special Administrative Bonuses: The Town Manager may award special administrative bonuses (one-time lump sum) upon continuing, long-term exceptionally meritorious service performed by any Town employee.

SECTION 145. HOLIDAY BONUSES

On an annual basis, the Board of Aldermen will consider holiday bonuses in the budget process. When funding is appropriated, disbursement checks shall be made to all full and part time employees and:

1. Reserve Police Officers who have met the minimum annual requirements to maintain their status as a reserve officer (~~at least 12-8~~ hours per month);
2. Part-Time Firefighters who have worked at least ~~ninety-six~~ one hundred forty-four (96144) hours in the twelve (12) month period preceding the issuance of any authorized checks. For any such employee who began employment within that time period, that employee must have averaged at least ~~eight-twelve~~ (812) hours monthly up to the issuance date of such check;
3. All other Volunteer Fire Department personnel must have met at least the minimum annual requirements for certification as set forth by ~~the North Carolina N.C.G.S. § 58-86-25 Department of Insurance rating requirements for the certification of fire departments in NC~~ (currently at least thirty-six (36) hours of meetings and drills as determined under the discretion and judgment of the chief of the department). For any such volunteer who began employment within that annual period, that employee must have averaged at least the annual requirement divided by twelve (12) (currently three (3) hours/month). For any volunteer who is also a full-time employee with the Town, that employee's bonus is issued under the position of full-time employment.

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AGENDA ITEM

Board Meeting Date: 6.11.24 Regular Meeting

Issue under Consideration:	1006 & 1008 N Salisbury Ave rezoning
Current Status:	Zoned SFR-2
Points to Consider:	Suggesting rezoning to SFR-3 to allow subdivision
Financial Impact:	none
Options:	Approve, disapprove, or modify recommended rezoning
Recommendations:	Approve rezoning from SFR-2 to SFR-3
Department:	Planning

Rezoning Motion Language

1006 & 1008 N Salisbury Ave

SFR-2 to SFR-3

Suggested Motion Language for rezoning approval:

I move to approve the staff's recommendation as presented to rezone parcel 038 073 located at 1006 & 1008 N Salisbury Ave from SFR-2 to the SFR-3 zoning classification.

Suggested motion language for Statement of Consistency and reasonableness:

I move to adopt a Statement of Consistency and Reasonableness stating that we find that this rezoning is consistent in general with the Town's Comprehensive Land Use Plan (per requirements of NCGS 160D-605(a)).

We further find this rezoning to be reasonable in all ways as prescribed by NCGS 160D-605(b). This rezoning will be beneficial to the citizens of the Town of Spencer.

TOWN OF SPENCER, NORTH CAROLINA

ORDINANCE 24-11

AN ORDINANCE TO AMEND the Town's Official Zoning Map dated April 12, 2021, rezoning Rowan County GIS System parcel number 038 073 located at 1006 & 1008 N Salisbury Ave from SFR-2 to SFR-3 zoning classification:

WHEREAS, the current SFR-2 zoning classification is applicable to the residential use of this property; and

WHEREAS, prior to current development ordinance limitations, two separate homes were built on this single parcel, in violation of our current ordinance; and

WHEREAS, the current property owner desires to subdivide the property into two separate parcels but this would create nonconforming lots based on current standards; and

WHEREAS, revising the zoning classification to SFR-3 would help resolve this problem;

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

Section 1.

The Town's Official Zoning Map dated April 12, 2021, will be revised as follows:

Parcel 038 073 located at 1006 & 1008 N Salisbury Ave will be revised from SFR-2 to SFR-3 zoning Classification

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

Adopted this 11th day of June, 2024.

Jonathan Williams, Mayor

ATTEST

Anna Kanode Ward, Town Clerk

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Post Office Box 45
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AGENDA ITEM

Board Meeting Date: 6.11.24 Regular Meeting

Issue under Consideration:	Revision to Development Ordinance Technical Standards Manual allowing roads with 40' wide ROW in limited cases
Current Status:	Some previously approved and plated subdivisions had 40' wide road ROWs. Our Development Ordinance does not make allowance to build roads on 40' ROWs so lots are not usable.
Points to Consider:	Revision allows use of 40' ROW without sidewalks on a limited number of lots in old subdivisions in our ETJ. New development would still have 60' wide ROWs with sidewalks.
Financial Impact:	none
Options:	Approve, disapprove, modify
Recommendations:	Adopt revision as presented by staff
Department:	Planning



TOWN OF SPENCER, NORTH CAROLINA

AN ORDINANCE TO Amend Technical Standards Manual of the Town of Spencer's Development Ordinance, adding Standard 1.03A, a 40' wide road right-of-way (ROW) option; ORDINANCE 24-14

WHEREAS, The Town of Spencer's Technical Standards Manual provides details of road construction requirements for new roads built in the Town and its extraterritorial jurisdiction (ETJ); and

WHEREAS, the standards assume that during the design of new subdivisions and their roads, adequate property can be set aside to allow a preferred 60' wide ROW with sidewalks on both sides; and

WHEREAS, during prior times, some developments, mostly on the outskirts of the town and in its ETJ were designed, approved, plated and recorded with road ROWs as narrow as 40', but the roads themselves were never built; and

WHEREAS, with properties along these narrow but approved ROWs in ownership of multiple persons, acquisition of additional ROW is problematic and without expanded ROW, roads meeting our standards cannot be built, and thus the properties cannot be built upon; and

WHEREAS, in areas of basically flat topography, a 40' road ROW is adequate for two 8'6" wide traffic lanes and needed drainage ditches if sidewalks are not required, and as these unbuilt subdivision roads would be connecting to existing roads of similar dimensions that also do not have sidewalks, deletion of sidewalks on the new roads would not be detrimental to the neighborhoods, and

WHEREAS, requiring strict adherence by these property owners to our current road standards provides little benefit to the town while causing an undue hardship on the property owners:

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

Section 1.

Revise Technical Standards Manual of the Town's Development Ordinance, adding Standard 1.03A, attached to this ordinance, allowing a subdivision road to be built with a 40' ROW in certain circumstances as defined in that standard as approved by the Zoning and Subdivision Administrator.

Section 2.

This ordinance shall become effective immediately upon adoption.

Adopted this 11th day of June, 2024

Jonathan Williams, Mayor

Anna Kanode Ward, Town Clerk

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Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date: 6.11.24 Regular Meeting

Issue under Consideration:	Adoption of the Yadkin River District Small Area Plan as part of the Town's Comprehensive Land Use Plan
Current Status:	The May 12, 2022 update to the Town's Comprehensive Land Use Plan revised general planning for the old NC Finishing Company property on US HWY 29 at the Yadkin River from Industrial to mixed use development
Points to Consider:	This small area plan was created with all of the care and public input normally associated with a full comprehensive land use plan. Adoption of this plan would add more specific development guidance for future land use decisions by staff and the Board of Aldermen for this strategic property.
Financial Impact:	none
Options:	Adopt, refuse to adopt
Recommendations:	Adopt Yadkin River District Small Area Plan as part of the Town's Comprehensive Land Use Plan
Department:	Planning



TOWN OF SPENCER, NORTH CAROLINA

AN ORDINANCE TO adopt a document dated April 4, 2024, titled Yadkin River District Small Area Plan as a part of the Town's Comprehensive Land Use Plan dated May 12, 2022; ORDINANCE 24-15

WHEREAS, The Town of Spencer's adopted in May of 2022 a Comprehensive Land Use Plan which identified the Yadkin River District area as important to the continued economic growth and prosperity of the town; and

WHEREAS, the Town, with funding approved by Rowan County and assistance of consultants from the company of Bolton & Menk undertook a multi-month in-depth planning effort meant to provide detailed analysis of the area and offer guidance toward the economic and physical development of the area most beneficial to the community; and

WHEREAS, utilizing inputs from staff, elected officials, a steering committee, local stakeholders, and the general public, opinions and statistics were studied, and various development options were considered; and

WHEREAS, after selection of a chosen development plan, the consultants and staff created a planning document that distilled the data into feasible development goals for the town to pursue; and

WHEREAS, future short term land use decisions for this area should be based on the long term goals and guidance of this plan, and should be consistent with this plan and the overall guidance of the Town's Comprehensive Land Use Plan;

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

Section 1.

As of the date of official adoption, the *Yadkin River District Small Area Plan* shall become a part of the Town's Comprehensive Land Use Plan and will be used by staff and boards as they consider future land use decisions for this area.

Section 2.

This ordinance shall become effective immediately upon adoption.

Adopted this 11th day of June, 2024

Jonathan Williams, Mayor

Anna Kanode Ward, Town Clerk

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Post Office Box 45
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AGENDA ITEM

Board Meeting Date: 6.11.24 Regular Meeting

Issue under Consideration:	Discussion of possible modifications to Livestock Ordinance
Current Status:	Current ordinance requires minimum 2 acres to keep any livestock including chickens
Points to Consider:	Numerous property owners have requested ability to keep chickens on smaller lots
Financial Impact:	Possible increase in code enforcement activity
Options:	Board discussion
Recommendations:	Give staff direction based on consensus for future action
Department:	Planning



MEMO

Date: 5.30.24

By: Steve Blount

RE: Keeping of Livestock
Possible Code of Ordinances Text Amendment

Narrative:

The keeping of livestock within the municipal boundaries of Spencer is currently regulated by Chapter 91 of our Code of Ordinances (which is not enforceable in our ETJ). Section 91.03 specifies that to keep allowed livestock you must have at least two acres of land. As there are few lots of that size, especially within the core area of Spencer, the keeping of livestock is essentially banned. As the keeping of livestock in urban areas, especially chickens and rabbits, as a hobby or as a source of food has become more popular in recent years and as the town continues to receive enquiries on this subject from current and future residents, the Board might want to give this issue some thought and advise staff if you would like us to suggest text amendments that would allow the keeping of at least chickens and rabbits on urban lots.

A quick survey of seven other municipalities showed a wide range of regulations and limitations. Two of the seven strictly deny the right to keep chickens. Several have the same 2 acre minimum that Spencer has. Several use zoning regulations to impose setbacks from property lines and/or occupied dwellings, and others use animal control regulations and/or nuisance ordinances to control the negative side effects of keeping livestock (odor, noise, etc.). One limits what types of residential properties allow keeping chickens via its development ordinance's Table of Uses. All municipalities that allow chickens and other livestock require clean housing and humane care of the birds and animals. Winston Salem allows up to 10 chickens per household, but they must be kept in a chicken run, house, or other enclosure to completely hide them from view from neighboring properties. Most that allow chickens require they be kept in the house's back yard.

If the board feels that the town should allow the keeping of chickens and/or rabbits on residential lots, we can develop some suggested text amendments for your consideration. Please let us know if we should proceed with this issue and if so, any suggestions you might have on controlling the negative side effects.

PO Box 45, Spencer, NC 28159-0045
704-633-2231 Office
704-202-4113 Cell
Sblount@spencernc.gov

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

AGENDA ITEM

Board Meeting Date: 6.11.24 Regular Meeting

Issue under Consideration:	Possible annexation of 8 residential lots on Lincoln Ave
Current Status:	New water line to be installed to provide water to 8 lots platted previously
Points to Consider:	The area is near existing municipal boarder. Other lots in the area, developed and undeveloped, would remain in ETJ.
Financial Impact:	Minimal increase in cost of services as they are provided to other homes in the nearby area. Increase in tax base (8 x \$250,000 = \$2,000,000), tax revenue (\$12,000 +/-), and residents (8 x 2.75 = 22+/-)
Options:	Advise staff to pursue or not pursue voluntary annexation
Recommendations:	Give staff direction based on consensus for future action
Department:	Planning



MEMO

Date: 5.30.24

By: Steve Blount

RE: Possible Annexation
Lincoln Ave.

Narrative:

The Washington Heights subdivision, located near the Dorsett Chapel United Church of Christ at 1280 Hollywood Drive was platted in about 1903. This property is not in Spencer's municipal boundary but is within our extraterritorial jurisdiction (ETJ). Several homes were built in the subdivision but much of the land remains undeveloped.

In about 2022, a Charlotte developer, FC Realty began buying lots along the western end of Lincoln Ave in the subdivision. Having accumulated eight lots, it appears to be their intent to build homes on these properties. In working with Salisbury Rowan Utilities (SRU), it was discovered that the existing water line running along Lincoln Ave was not large enough to serve the eight lots and FC Realty has apparently agreed with SRU to pay for the replacement of the existing 1" water line with a 2" line to serve his property.

Per our agreement with SRU, Spencer must approve extensions of water and sewer lines in our ETJ. While involuntary annexation is not allowed, approval of utility extensions is often important enough for property development that the property owners will consider voluntary annexation in return for these approvals. I was asked by FC Realty's engineer to provide a letter to SRU approving the water line extension and I explained the annexation issue to him. He committed to providing this information to his client, but he didn't think they would object to annexation.

The question before you is, should the Town peruse annexation of this property? For the previous annexations I've brought before you, there were compelling reasons to annex properties. Hawkins Village was creating 141 new townhomes. The annexations along Long Ferry Road were bringing large industrial/distribution facilities that would provide new jobs and boost the town's tax base. The annexation of property along Grants Creek allowed us to enforce town regulation in that part of the Stanback Educational Forest. While growth through annexation is almost always a positive, this proposed annexation has positives and negatives that should be consider as follows:

Positives

- Once built, these lots would add eight new homes. At current market prices, this would equate to about a \$2,000,000 increase in tax base and about \$12,400 in property tax revenue.
- At 2.75 people per residence, these homes would bring 22 new people to Spencer, helping with our per capita distribution of sales tax revenue.
- Being on the edge of our municipal boundary and adjacent to existing Spencer neighborhoods, the cost of extending municipal services would be minimal.

Negatives

- If annexed, we would have a relatively small number of lots (8) receiving municipal services located in the middle of a larger number of homes (12+/-) not receiving municipal services.
- It is unlikely there will be many, if any, other properties in this area requesting annexation. Most of the other properties in our ETJ in this area already have access to either municipal water or have the ability to be developed using wells.

Options

- Approve water line extension and pursue annexation
- Approve water line extension but don't pursue annexation
- Don't approve water line extension (this would not accomplish anything and thus staff would not suggest this option)

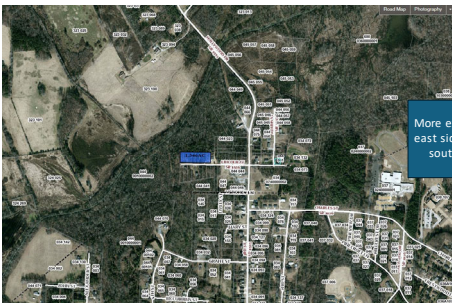
Lincoln Ave

Water Line Extension and Possible Annexation

1



2

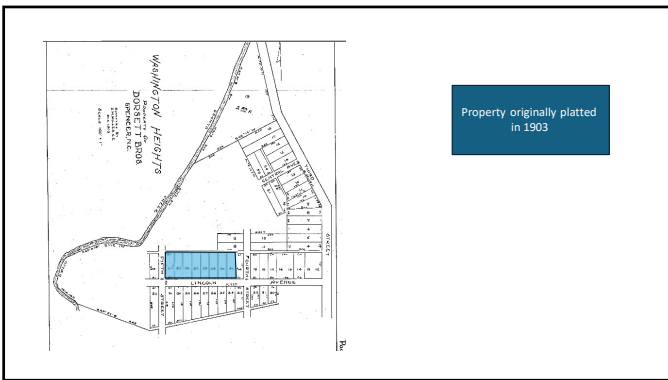


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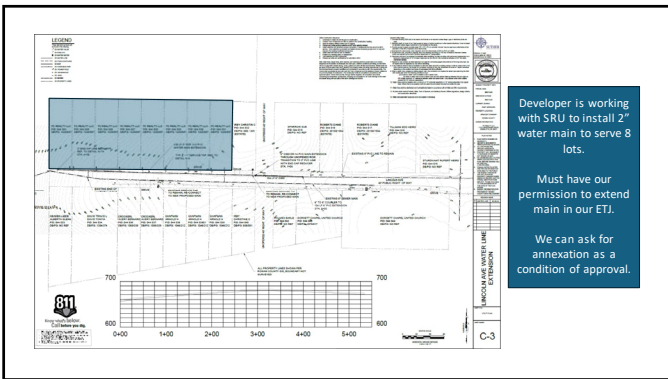
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4



5



6

Per our agreement with SRU, water main extensions within Spencer's ETJ must be approved by Spencer.

Options:

1. Request voluntary annexation as a condition of approval.
2. Approve water line extension but don't annex.
3. Deny approval of water main extension.



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AGENDA ITEM

Board Meeting Date: 06/11/2024

Issue under Consideration:	Planning 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:	Planning
Attachments:	



Monthly Activity Report

Planning, Zoning & Subdivision Administrator

April 2024

	<u>Location</u>	<u>Activity</u>	<u>Action</u>
5.2.24	Salisbury Ave	Exempt subdivision	Reviewed and approved
5.2.24	2 nd St	Fence permit request	Reviewed and approved
5.2.24	7 th St	Questions on fencing	Answered questions
5.2.24	601 s spencer	Fence permit request	Reviewed and approved
5.2.24	Old town hall	Explored for records retention items	Reported to manager
5.6.24	3 rd St	Questions about zoning for family care facility	Answered questions
5.6.24	Office	Drafted four text amendments	Drafted and distributed to clerk
5.6.24	Fisher lamb site	Questions from developer	Answered questions
5.7.24	2 nd st	Zoning permit for storage building	Issued permit
5.7.24	US HWY 29	Zoning questions for meeting house/place of worship	Answered questions
5.7.24	Office	Drafted 30 documents for five items for June BoA meetings	-No Joke!
5.7.24	Office	Posted ads for five public hearing notices	Still not kidding!
5.7.24	Home	Took a five hour long nap	Now, I'm kidding!
5.9.24	All	Questions about minimum house size on RMST lot	Answered questions
5.9.24	604 4 th st	Questions on use of property for duplex	Answered questions
5.9.24	Office	Worked up employee numbers for Long Ferry Rd area economic development	Provided to EDC and others
5.9.24	Office	Reviewed files to be salvaged from old town hall with Joel	Answered questions
5.9.24	408 4 th st	Zoning permit for fence	Approved permit
5.9.24	Office	Questions on alleyway closings	Answered questions

5.9.24	Office	Board of Aldermen meeting	Attended
5.13.24	N Salisbury ave	Zoning permit request for building addition	Reviewed and answered questions
5.13.24	3 rd st	Developer for residential lots presented list of questions	Preliminary discussions
5.13.24	17 th street	Video conference on stormwater project	Participated
5.13.24	Office	Planning board meeting	Attended and participated
5.14.24	Office	Provided information to Joe for 7 th st trailhead grant application	Participated
5.14.24	Office	HPC case review with kyle and peter	Participated
5.14.24	Catawba College	Morehead Cain student workshop	Attended and participated
5.15.24	Office	TCC meeting	Attended and participated
5.15.24	Office	Access road support letter	Draft and discuss with peter
5.15.24	Catawba College	Morehead Cain student workshop	Attended and participated
5.16.24	Office	HPC rules of procedure review with kyle	Discussed with Kyle
5.16.24	Hawkinstown loop rd	Zoning classification questions	Answered questions
5.20.24	300 s Carolina	Tree removal and sidewalk repair questions	Answered questions
5.20.24	Beauregard	Zoning permit for swimming pool	Issued permit
5.20.24	413 hudson	Questions on fence permit	Answered questions
5.20.24	N Salisbury ave	Zoning permit for building addition	Issued permit
5.20.24	6 th st	Questions about property donation	Answered questions
5.20.24	Office	HPC meeting	Attended
5.21.24	Office	Request for articles for newsletter	Suggested HPC map
5.21.24	Office	Contacted Pedal Factory about ride to the river during creek week	Discussion
5.21.24	Office	BoA budget meeting	Attended
5.23.24	Whitehead	Performance bond for sidewalks and street trees	Refunded bond
5.23.24	Carolina ave	Questions concerning location of daycare center	Answered questions
5.23.24	Hollywood ave	Questions on property line locations	Answered questions
5.23.24	Yadkin ave	Fence permit	Issued permit
5.23.24	Hillcrest	Questions on adding garage	Answered questions
5.23.24	4 th st	Questions on property line locations	Answered questions
5.28.24	Office	Staff meeting	Attended

5.28.24	Adams st	Questions on lot size and property lines	Answered questions
5.28.24	Office	Copy of Yadkin River District Small Area Plan to website	Provided to anna
5.28.24	Whitehead	Questions from builder of residential properties on COs	Answered questions
5.28.24	Office	Worked with Joe on grant application	Contributed
5.29.24	Hollywood	Questions about keeping livestock	Answered questions
5.29.24	Whitehead	Performance bond release letter for whitehead development	Drafted and sent

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AGENDA ITEM

Board Meeting Date: 06/13/2024

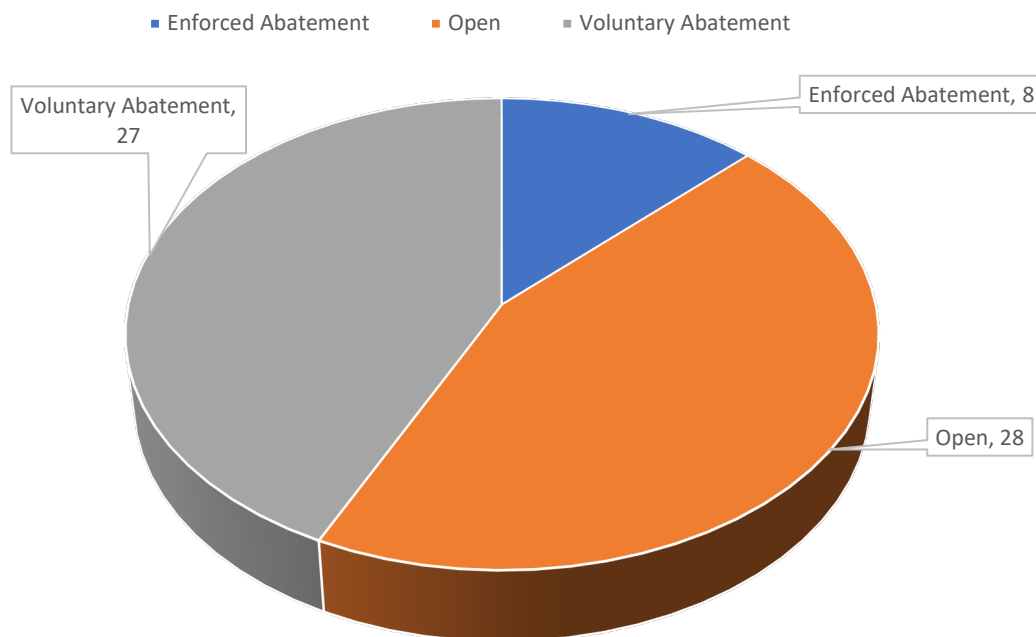
Issue under Consideration:	Code Enforcement Monthly Report
Current Status:	N/A
Points to Consider:	N/A
Financial Impact:	N/A
Options:	No approval needed. This item is for information only.
Recommendations:	N/A
Department:	Police Department

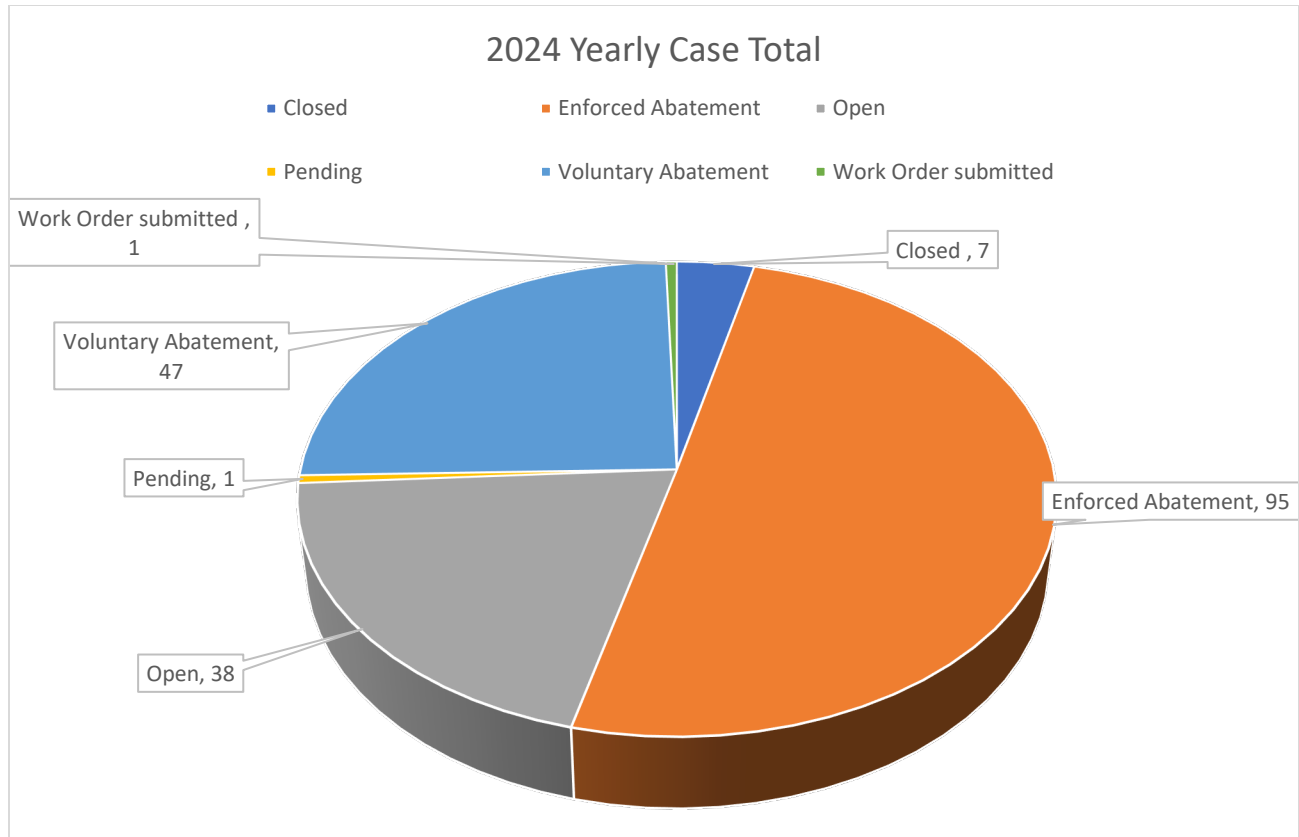
Monthly Report

May 2024 Highlights

- 63 total Cases, 28 Open
- Year to Date: 189 Cases
- Notice of Violations: 9
- Notice of Bill: 0
- Notice of Lien: 0

May 2024 Total Cases





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

2024 Open Cases

Case Number	Address	Nature of Complaint	Violation Type
202400205	450 Steeplechase	Illegal Parking	IP- Illegally Parked 72.04
202400197	106 8th St	Abandoned Vehicle	IP- Illegally Parked 72.04
202400182	200 S Salisbury Ave	Overgrowth / Junk / Maint. of Exterior Premise	JP - Junk Pile 93.21
202400210	1202 N Salisbury Ave	Junk on porch	JP - Junk Pile 93.22
202400204	450 Steeplechase Dr	Junk on porch	JP - Junk Pile 93.22
202400189	304 N Yadkin Ave	Junk	JP - Junk Pile 93.22
202400183	813 4TH ST	Junk	JP - Junk Pile 93.22
202400182	200 S Salisbury Ave	Overgrowth / Junk / Maint. of Exterior Premise	JP - Junk Pile 93.22
202400151	604 S Carolina Ave	Junk Pile	JP - Junk Pile 93.22
202400152	155 Lee ES St	Junk	JP - Junk Pile 93.22

Updated: May 31, 2024

[illegible]

Case Status Report

05/01/2024 - 05/31/2024

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

202300403	11/29/2023	Closed	5/7/2024		unknown	Air Quality
202300402	11/29/2023	Closed	5/7/2024		900 N Salisbury ave	MOLD exposure: lost items past three years only given vinegar and dehumidifier but, informed her of issue, she then filed for eviction after i informed her i has to purchase items to clean mold. I have photos and text for proof ive showed in court on Nov 22
202300331	8/16/2023	Closed	5/8/2024	Fallen Tree / Broken Limbs	801 2nd St	Hazardous Trees
202300301	7/20/2023	Closed	5/7/2024	Site Visit	215 W 17th St	Silver Honda parked on unimproved surface
202300300	7/20/2023	Closed	5/7/2024	Site Visit	215 W 17th St	Blue Toyota parked on unimproved surface
202300294	7/13/2023	Closed	5/7/2024	Phone Call	609 2nd St	High Grass and weeds in the front and back yards
202300266	6/19/2023	Closed	5/7/2024	Email	200 S Salisbury Ave	Number of vehicles stored on property exceeds the number allowed by the Conditional Rezoning Agreement
202200350	10/21/2022	Closed	5/9/2024	Email	610 S. Carolina Ave	Pile of debris in carport and in backyard
202107064	8/25/2021	Closed	5/29/2024	Site Visit	204 S. Iredell Ave	Damaged roof with a small hole
202105034	5/20/2021	Closed	5/28/2024	Site Visit	712 S Salisbury Ave	Retaining wall is falling apart

202103013	3/15/2021	Closed	5/28/2024	Site Visit	511 3rd St	Construction material piled up in the backyard and the home requires repair. Hole in roof

Group Total: 11

Group: Enforced Abatement

202400181	5/15/2024	Enforced Abatement	5/21/2024	Site Visit	0 Beauregard Dr. Lot 10	Overgrowth
202400180	5/15/2024	Enforced Abatement	5/21/2024	Site Visit	0 Beauregard Dr. Lot 9	Overgrowth
202400179	5/15/2024	Enforced Abatement	5/21/2024	Site Visit	0 Beauregard Dr. Lot 8	Overgrowth
202400178	5/15/2024	Enforced Abatement	5/21/2024	Site Visit	0 Beauregard Dr. Lot 7	Overgrowth
202400177	5/15/2024	Enforced Abatement	5/21/2024	Site Visit	0 Beauregard Dr. Lot 3	Overgrowth
202400176	5/15/2024	Enforced Abatement	5/21/2024	Site Visit	0 Beauregard Dr. Lot 2	Overgrowth
202400175	5/15/2024	Enforced Abatement	5/21/2024	Site Visit	0 Beauregard Dr. Lot 4	Overgrowth
202400173	5/13/2024	Enforced Abatement	5/21/2024	Site Visit	909 S Carolina Ave	Overgrowth
202400162	5/6/2024	Enforced Abatement	5/20/2024	Site Visit	709 7TH ST	High Grass
202400149	4/25/2024	Enforced Abatement	5/2/2024	Site Visit	508 S Whitehead Ave	High Grass
202400130	4/9/2024	Enforced Abatement	5/2/2024	Site Visit	412 Jordan Ave	Junk
202400126	4/2/2024	Enforced Abatement	5/2/2024	Site Visit	401 W 17th St	Tall Grass
202400123	4/2/2024	Enforced Abatement	5/16/2024	Site Visit	213 N Rowan Ave	Junk
202400121	4/2/2024	Enforced Abatement	5/16/2024	Site Visit	200 S Rowan Ave	Tall Grass
202400078	3/7/2024	Enforced Abatement	5/8/2024	Street Light Issue	916 S Yadkin Ave	Illegal Parking
202400060	2/16/2024	Enforced Abatement	5/8/2024		202 N Salisbury Ave	Illegally Parking
202400031	1/19/2024	Enforced Abatement	5/8/2024	Site Visit	413 S Hudson Ave	Junk
202400006	1/11/2024	Enforced Abatement	5/8/2024	Site Visit	508 S Iredell Ave	Debris/Trash

202200202	8/3/2022	Enforced Abatement	5/7/2024	Site Visit	604 3rd St	Bamboo taking over the lot and spreading onto other properties
202200033	3/14/2022	Enforced Abatement	5/6/2024	Site Visit	704 5th St	Hole in roof
202107039	8/17/2021	Enforced Abatement	5/6/2024	Site Visit	608 S Yadkin Ave	Facia separating from eave right side of home, missing shingles on roof and damaged siding on left side of home

Group Total: 21

Group: Open

202400214	5/30/2024	Open	5/30/2024	Site Visit	112 Herman St	High Grass
202400213	5/30/2024	Open	5/30/2024	Site Visit	102 Ann St	Overgrowth
202400212	5/29/2024	Open	5/29/2024	Site Visit	204 S Iredell Ave	Minimal Housing
202400211	5/29/2024	Open	5/29/2024	Site Visit	204 S Iredell Ave	High Grass
202400210	5/29/2024	Open	5/29/2024	Site Visit	1202 N Salisbury Ave	Junk on porch
202400209	5/29/2024	Open	5/29/2024	Site Visit	402 4TH ST	High GRass
202400208	5/29/2024	Open	5/29/2024	Site Visit	812 4TH ST	High Grass
202400207	5/28/2024	Open	5/28/2024	Site Visit	610 S Carolina Ave	Junk
202400206	5/28/2024	Open	5/28/2024	Site Visit	610 S Carolina Ave	Overgrowth
202400205	5/28/2024	Open	5/28/2024	Site Visit	450 Steeplechase	Illegal Parking
202400204	5/28/2024	Open	5/28/2024	Site Visit	450 Steeplechase Dr	Junk on porch
202400203	5/28/2024	Open	5/28/2024	Site Visit	402 N Yadkin Ave	High Grass
202400202	5/28/2024	Open	5/28/2024	Site Visit	708 S Rowan Ave	High Grass
202400201	5/28/2024	Open	5/28/2024	Site Visit	707 S Rowan Ave	High Grass
202400199	5/26/2024	Open	5/26/2024	Site Visit	309 N Rowan Ave	Overgrowth
202400198	5/21/2024	Open	5/21/2024	Site Visit	600 S Carolina Ave	High Grass
202400197	5/21/2024	Open	5/21/2024	Site Visit	106 8th St	Abandoned Vehicle
202400196	5/21/2024	Open	5/21/2024	Site Visit	106 8th St	High Grass

202400194	5/21/2024	Open	5/21/2024	Site Visit	300B 8th st	Junk Vehicle
202400189	5/21/2024	Open	5/21/2024	Site Visit	304 N Yadkin Ave	Junk
202400185	5/21/2024	Open	5/21/2024	Site Visit	311 S Rowan Ave	High Grass
202400183	5/20/2024	Open	5/20/2024	Site Visit	813 4TH ST	Junk
202400182	5/16/2024	Open	5/16/2024	Site Visit	200 S Salisbury Ave	Overgrowth / Junk / Maint. of Exterior Premise
202400174	5/13/2024	Open	5/13/2024	Site Visit	905 S Carolina Ave	High Grass
202400171	5/13/2024	Open	5/13/2024	Site Visit	216 N Rowan Ave	High Grass
202400152	5/1/2024	Open	5/1/2024	Portal Complaint	155 Lee ES St	Junk
202400151	5/1/2024	Open	5/1/2024	Portal Complaint	604 S Carolina Ave	Junk Pile

Group Total: 27

Group: Pending

202400215	5/31/2024	Pending	5/31/2024		S. Rowan Ave	Rocks in the road (bad hole fill) Need to be removed damaging cars
202400118	3/28/2024	Pending	5/28/2024		710 5th st	gutter falling off of house, eyesore
202200356	11/2/2022	Pending	5/7/2024	Site Visit	305 S Iredell Ave	Dilapidated storage building in the backyard with rotted corner vertical support
202200354	10/24/2022	Pending	5/7/2024	Site Visit	505 N Salisbury Ave	Damaged brick work on right side of home from impact of vehicle
202200313	9/19/2022	Pending	5/7/2024	Portal Complaint	508 S. Iredell	This property is in the Historic District. There is black plastic over an upper window opening. This has been in place for some time. There are windows on the porch. Will they be installed soon?
202200246	9/1/2022	Pending	5/7/2024	Site Visit	110 11th st	Broken window, falling siding, unsafe porch light and screen door falling from hinges
202200038	3/17/2022	Pending	5/7/2024	Email	119 5th St	Wall in alleyway next to 121 5th may collapse

202200034	3/14/2022	Pending	5/7/2024	Site Visit	613 5th St	Porch roof dilapidated
202200015	2/2/2022	Pending	5/7/2024	Phone Call	804 S. Salisbury Ave	Car crashed into living room
202107041	8/18/2021	Pending	5/7/2024	Site Visit	603 7th St	Missing shingles
202107002	7/1/2021	Pending	5/7/2024	Site Visit	1107 N Salisbury Ave	Damaged or settling brick work on the porch, falling ceiling on porch and missing shingle siding
202106056	6/24/2021	Pending	5/7/2024	Site Visit	1104 N Salisbury Ave	Chipping paint all over the home, siding that is falling
202106045	6/21/2021	Pending	5/7/2024	Site Visit	306 S Carolina Ave	Many windows missing glass, skirting with many holes in the brick, damaged siding

Group Total: 13

Group: Voluntary Abatement

202400200	5/26/2024	Voluntary Abatement	5/28/2024	Site Visit	315 N Rowan Ave	Overgrowth
202400195	5/21/2024	Voluntary Abatement	5/28/2024	Site Visit	704 S Rowan Ave	High Grass
202400193	5/21/2024	Voluntary Abatement	5/28/2024	Site Visit	300B 8th st	High Grass
202400192	5/21/2024	Voluntary Abatement	5/29/2024	Site Visit	101B Henderson St	High Grass
202400191	5/21/2024	Voluntary Abatement	5/29/2024	Site Visit	101A Henderson St	High Grass
202400190	5/21/2024	Voluntary Abatement	5/28/2024	Site Visit	502 N Yadkin Ave	High GRass
202400188	5/21/2024	Voluntary Abatement	5/29/2024	Site Visit	209 N Yadkin Ave	High Grass
202400187	5/21/2024	Voluntary Abatement	5/29/2024	Site Visit	206 N Yadkin Ave	High Grass
202400186	5/21/2024	Voluntary Abatement	5/29/2024	Site Visit	201 W Newton St	High Grass
202400184	5/20/2024	Voluntary Abatement	5/28/2024	Site Visit	611 S Carolina Ave	High Grass
202400172	5/13/2024	Voluntary Abatement	5/29/2024	Site Visit	301 8TH ST	High Grass
202400170	5/13/2024	Voluntary Abatement	5/29/2024	Site Visit	1210 S Salisbury Ave	High Grass
202400169	5/13/2024	Voluntary Abatement	5/20/2024	Site Visit	816 5TH ST	High Grass

202400168	5/13/2024	Voluntary Abatement	5/16/2024	Site Visit	512 2ND ST	High Grass
202400167	5/7/2024	Voluntary Abatement	5/15/2024	Site Visit	605 4TH ST	High Grass
202400166	5/7/2024	Voluntary Abatement	5/15/2024	Site Visit	603 4TH ST	High Grass
202400165	5/7/2024	Voluntary Abatement	5/15/2024	Site Visit	602 4th St	High Grass
202400164	5/6/2024	Voluntary Abatement	5/9/2024	Site Visit	611 S Rowan Ave	High Grass
202400163	5/6/2024	Voluntary Abatement	5/15/2024	Site Visit	610 S Rowan Ave	High Grass
202400161	5/6/2024	Voluntary Abatement	5/7/2024	Site Visit	300 1ST ST	High Grass
202400160	5/6/2024	Voluntary Abatement	5/13/2024	Site Visit	500 7TH ST	High Grass
202400159	5/6/2024	Voluntary Abatement	5/13/2024	Site Visit	707 7TH St	High Grass
202400158	5/6/2024	Voluntary Abatement	5/15/2024	Site Visit	501 6TH St	High Grass
202400156	5/1/2024	Voluntary Abatement	5/2/2024	Site Visit	510 S Yadkin Ave	Overgrowth
202400155	5/1/2024	Voluntary Abatement	5/2/2024	Site Visit	508 S Yadkin Ave	Overgrowth
202400154	5/1/2024	Voluntary Abatement	5/7/2024	Site Visit	1108 N Salisbury Ave	Overgrowth
202400153	5/1/2024	Voluntary Abatement	5/7/2024	Site Visit	1106 N Salisbury Ave	Overgrowth
202400150	4/29/2024	Voluntary Abatement	5/1/2024	Site Visit	453 Steeplechase Trl	High Grass
202400148	4/25/2024	Voluntary Abatement	5/2/2024	Site Visit	107 Alexander St	High Grass
202400147	4/25/2024	Voluntary Abatement	5/6/2024	Walk In	529 Steeple Chase Trail	Overgrowth
202300342	9/13/2023	Voluntary Abatement	5/7/2024	Email	814 4th St.	Tree Down

Group Total: 31

Group: Work Order submitted

202400146	4/24/2024	Work Order submitted	5/9/2024	Site Visit	204 S Iredell Ave	Overgrowth

Group Total: 1

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AGENDA ITEM

Board Meeting Date: 06/13/2024

Issue under Consideration:	Police Department 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:	Police Department

Activity Log Event Summary (Totals)

Spencer Police Department

(05/01/2024 - 05/31/2024)

<No Event Type Specified>	3	8th Street Ballpark Check	121
911 Hang-Up	14	Administrative Work	87
Alarm - Other	11	Animal Complaint	2
Assault - In-Progress	1	Assault - Report	2
Assist - East Spencer Police	55	Assist - EMS	6
Assist - Fire Department	25	Assist - Motorist/Public	14
Assist - NCHP	1	Assist - Other Agency	6
Assist - Other Officer	177	Assist - Sheriff's Office	18
B&E/Burglary - Commercial, In-Progress	1	B&E/Burglary - Residential, In-Progress	2
B&E/Burglary - Residential, Report	1	Business Check-Drive Through	476
Calls For Service (General)	16	Checkpoint	3
Community Event	2	Court	2
District Attorney's Office	1	Disturbance	12
Disturbance- Verbal	13	Disturbance-Physical	3
Domestic - Property Pick-up	4	Domestic Dispute	13
Follow-up Investigation - Outside County	1	Follow-up Investigation - Outside Town Limits	1
Follow-up Investigation- Spencer	6	Foot Patrol - Business	91
Foot Patrol - Residential	4	Foot Patrol - School	3
Fraud - In-Progress	1	House Check	13
Interview	1	Involuntary Commitment	1
Juvenile Complaint	2	Larceny - In-Progress	3
Larceny - Report	3	Magistrate's Office	1
Maintenance - Equipment	10	Maintenance - Vehicle	30
Meeting	17	Missing Juvenile	1
Missing Person	4	NCTM - Drive Through	227
NCTM - Foot Patrol	69	Noise Complaint	3
Norfolk Southern Railroad-Drive Through	5	Overdose	4
Park Check	226	Property Damage - Report	2
Public Service	16	School Check - NRES	137
School Check - NRHS	132	School Check - NRMS	133
Security Check/Standby	20	Shots Fired	2
Special Assignment - Other	2	SRO Duties	53
Suicide Threat	1	Surveillance	1

Activity Log Event Summary (Totals)

Spencer Police Department

(05/01/2024 - 05/31/2024)

Suspicious - Activity	20	Suspicious - Person	12
Suspicious - Vehicle	17	Traffic Accident - PD	8
Traffic Accident - PI	1	Traffic Complaint	2
Traffic Enforcement	24	Training - PD	19
Training - School	5	Training-Virtual Zoom Web-Ex, etc.	2
Trespassing - In-Progress	5	Trespassing - Report	1
Unattended Death	1	Unlock Vehicle	2
Vehicle Pursuit	5	Vehicle Stop	356
Warrant Service	4	Weapon Possession (Not Firearm) on School Pro	1
Welfare Check	5	Yadkin River Park Check - Davidson County	132
Yadkin River Park Check - Spencer	142		

Total Number Of Events: 3,082

SPENCER POLICE ACE TEAM REPORT

MAY 2024

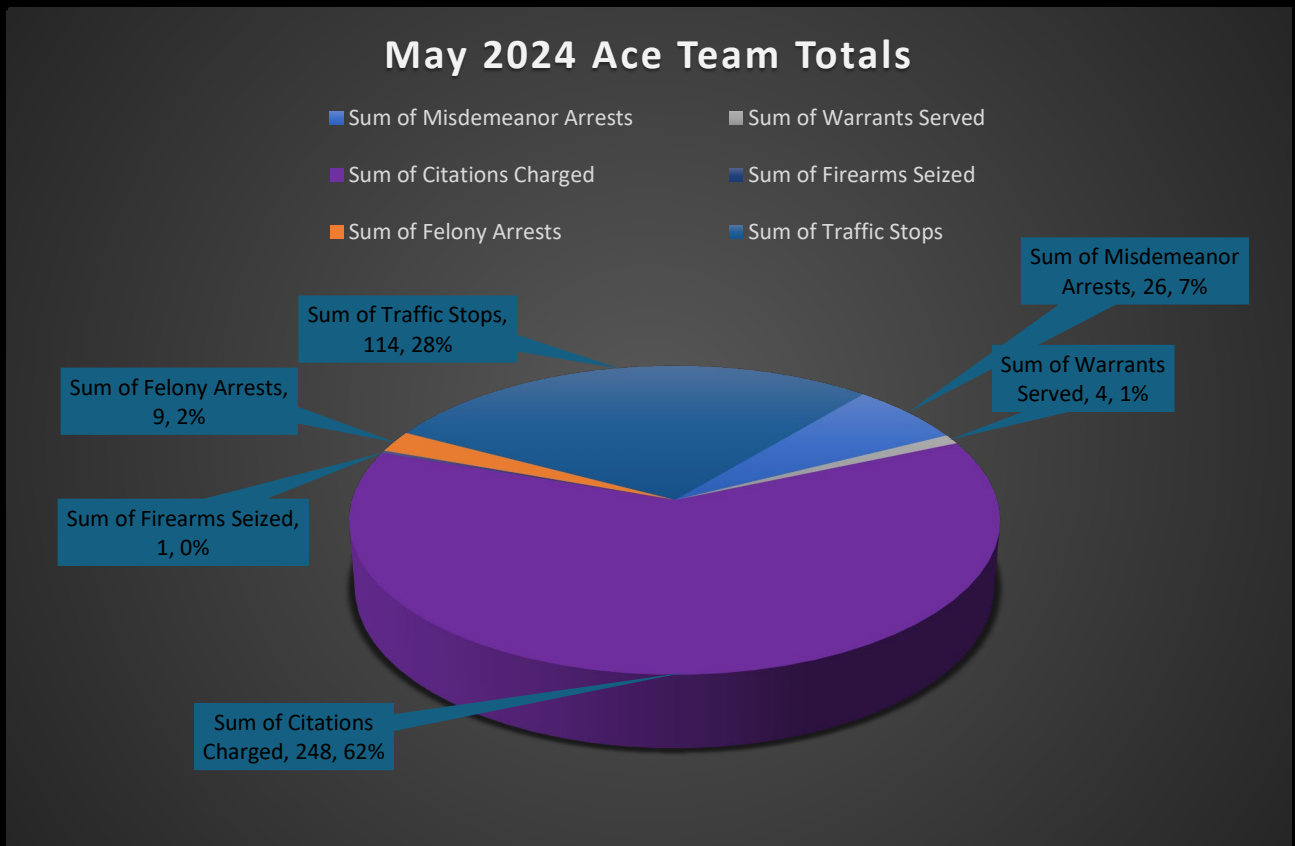


SPENCER POLICE ACE TEAM REPORT

MAY 2024

MAY 2024 HIGHLIGHTS

- MAY 2024 CASES: 9 (9 CLOSED)
- TRAFFIC STOPS: 114
- TOTAL ARRESTS: 26 (FELONY 9)
- CITED CHARGES: 248
- WARRANTS SERVED: 4
- FIREARMS SEIZED: 1

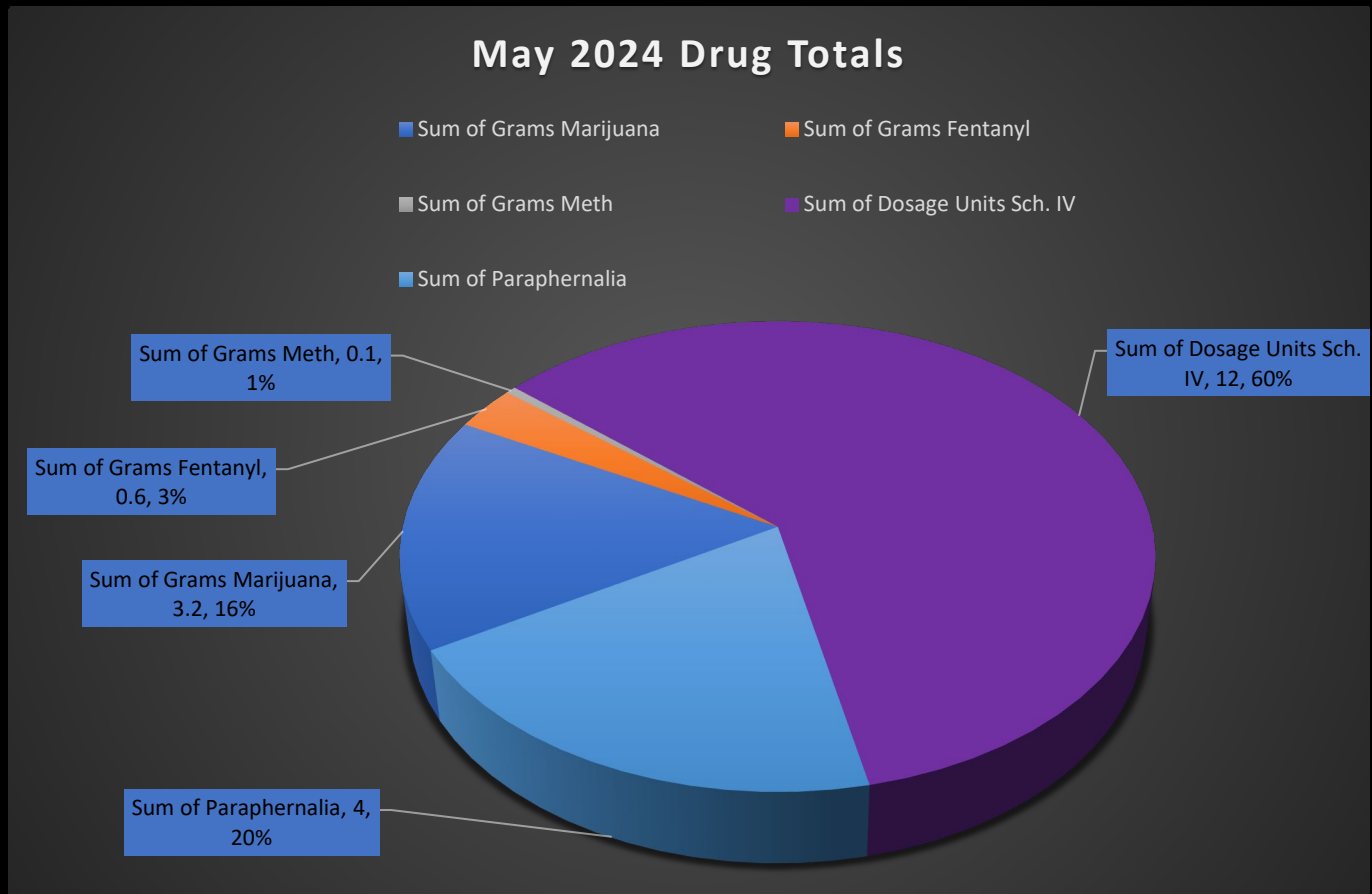


SPENCER POLICE ACE TEAM REPORT

MAY 2024

MAY 2024 DRUG TOTALS

- MARIJUANA: 3.2 GRAMS
- FENTANYL: 0.6 GRAMS
- PRESCRIPTION DRUGS: 12 DOSAGE UNITS
- METHAMPHETAMINE: .1 GRAMS
- DRUG PARAPHERNALIA: 4 ITEMS





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AGENDA ITEM

Board Meeting Date: 06/11/2024

Issue under Consideration:	Fire Department 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:	Fire
Attachments:	

June 2024 Monthly Report

Calls for Service: 5/1/24-6/1/24.

Monthly Total: 143

Fire: 61

Medical: 82

2024 Total: 564

Apparatus:

- U759- Awaiting repairs from accident.

Equipment:

- No updates.

Special Events:

- NCTM Fire Truck Show-June 22nd at 0900
- NCTM Fireworks- June 29th at 1730

Personnel:

- Three full-time firefighters begin June 10th.
- Still have one Engineer vacancy (covering with part-time staff)

Station:

- No updates

Special Information:

- ***Update: Mr. Deluca recommends that a company like Lexipol review all policies and procedures, ensuring legal and NFPA compliance.***

We are 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. Completing this will aid us in providing

the best service to our citizens and reduce insurance premium costs provided by NCLM.



AGENDA ITEM

Board Meeting Date: 6/11/2024

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
Attachments:	



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>

June 2024 Board of Alderman Meeting

- 1) Regular services (Sanitation, Brush, Mowing) are running on schedule.
- 2) We will be observing the Independence holiday on July 4th. All Town Offices will be closed, and trash will follow the schedule listed below.

July 4th	Thursday July 4th	No Change in Trash Schedule ***Bulk Items will be picked up on Friday***
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- 3) We had a storm water/ road repair on 6th Street between Carolina Ave. and Iredell Ave. completed this month. A section of the concrete pipe under the road failed, and needed to be replaced. The contractor replaced the pipe and upgraded the catch basins on both sides of the street. We budgeted for this item to be completed this year.
- 4) We also had several sections of sidewalk replaced this month. Mike Shelton fixed the ramp at the 3rd and Carolina Ave. intersection and also the ramp at the 3rd and Iredell Ave. intersection. He also replaced portions of the sidewalk on 3rd Street between Carolina and Iredell, on Carolina Avenue between 3rd and 4th Street, and on Iredell between 2nd and 3rd Street. We will be finishing the clean-up and back filling this week to complete this project.
- 5) We have been doing a great deal of side-arm mowing this month, until a failure occurred with the mower. We will be working to get the mower repaired and back in service to continue with this project.
- 6) We have been conducting interviews for the Mechanic and Labor Foreman positions. We will continue this process until these positions are filled.
- 7) Another huge **Thank You to Brian Moore**, for filling in for our trash truck driver Sam Moore who will be out for several more weeks due to back surgery. Also a **Great Big Thank You to Chad Eagle** who filled in for me while I went on vacation. Chad will also be helping us out several days a week until we can get the open positions filled.
- 8) Duke Energy continues to trim power lines throughout Town. Peter and I met with several representatives with Duke to learn more about the process and to get contacts for when issues arise. If anyone in Town has any questions or concerns, please let us know and we will pass them along to the correct individuals at Duke Energy.
- 9) We continue to spray curbs and parks as weather allows. As always, we only spray what is needed.

10) We are still working out the details of transitioning back to a four day trash route. We have put this on a temporary hold while Sam is out, but will pick back up once he returns. This new route will allow for growth in certain areas so that we will not have to realign anytime in the near future.

11) Update: Chicken Springs Dam

We are staying in touch with our engineer's and completing tasks as they let us know. We continue to keep the water level down, using the existing siphon, mowing the area, and constantly monitoring the situation with the outfall and boil. We had a small issue with a tree falling across the siphon and breaking the pipe, but we were able to fix it rather quickly and get it functioning again.

12) CCAP update:

We have yet to hear any news on our permits, but we are continuing our search for contractors. We have met two contractors on site and supplied them with the plans, with expectations of receiving bids from both of them. Chris is fine with us selecting the contractor and moving forward up to the pre-con meeting without the permits. We are now in June, with the deadline soon approaching, so I have reached out to Chris to see what our options are with an extension since we are waiting on DEQ and the Army Corp for the permits. I hope to have more information to share at our regular monthly meeting.

13) Since last report:

We completed 2 abatement's this month.

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

Monthly Events:

June 29th	-	Fireworks NCTM
July 4 th	-	Independence Day

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AGENDA ITEM

Board Meeting Date: 06/11/2024

Issue under Consideration:	Finance Department 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:	Finance
Attachments:	

Town of Spencer

Fiscal Period - FY 23-24 Date Range - 2023-07-01 - 2024-05-30

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	\$12,000.00	\$12,000.00	\$0.00	\$9,907.42	\$836.82	\$2,092.58	83
10-3194-000 TAXES, 3RD PRIOR YR	\$4,500.00	\$4,500.00	\$0.00	\$3,029.97	\$27.30	\$1,470.03	67
10-3195-000 TAXES, 2ND PRIOR YR	\$6,000.00	\$6,000.00	\$0.00	\$6,576.89	\$112.79	\$576.89	110
10-3196-000 TAXES, FIRST PRIOR Y	\$30,000.00	\$30,000.00	\$0.00	\$14,851.17	\$378.14	\$15,148.83	50
10-3197-100 AD VALOREM TAXES CUR	\$1,864,765.00	\$1,864,765.00	\$0.00	\$1,816,649.31	\$9,710.32	\$48,115.69	97
10-3197-101 AD VALOREM TAXES VEH	\$131,918.00	\$131,918.00	\$0.00	\$134,769.02	\$14,801.20	\$2,851.02	102
10-3197-180 TAX INTEREST & PENAL	\$15,000.00	\$15,000.00	\$0.00	\$13,211.49	\$993.81	\$1,788.51	88
10-3231-000 1% SALES TAX (ART 39	\$429,710.00	\$429,710.00	\$0.00	\$287,922.47	\$29,107.83	\$141,787.53	67
10-3232-000 1/2% SALES TAX (ART	\$258,245.00	\$258,245.00	\$0.00	\$180,468.65	\$17,327.85	\$77,776.35	70
10-3233-000 1/2% SALES TAX (ART	\$211,842.00	\$211,842.00	\$0.00	\$141,843.19	\$14,307.20	\$69,998.81	67
10-3235-000 1/2% SALES TAX (ART	\$350,693.00	\$350,693.00	\$0.00	\$253,342.47	\$24,926.77	\$97,350.53	72
10-3317-004 STATE DRUG SEIZURE R	\$0.00	\$0.00	\$0.00	\$10.21	\$0.00	\$10.21	0
10-3322-000 BEER & WINE TAX	\$14,059.00	\$14,059.00	\$0.00	\$16,343.53	\$16,343.53	\$2,284.53	116
10-3324-000 UTILITY FRANCHISE TA	\$200,000.00	\$200,000.00	\$0.00	\$100,832.14	\$637.35	\$99,167.86	50
10-3326-000 SOLID WASTE DISPOSAL	\$2,600.00	\$2,600.00	\$0.00	\$1,350.60	\$0.00	\$1,249.40	52
10-3431-000 COURT, PKG FEES, REP	\$1,500.00	\$1,500.00	\$0.00	\$1,571.40	\$320.85	\$71.40	105
10-3437-000 FIRST RESPONDER FEES	\$4,020.00	\$4,020.00	\$0.00	\$6,660.00	\$335.00	\$2,640.00	166
10-3438-000 ROWAN-SALIS SCHOOLS	\$152,662.00	\$229,074.00	\$0.00	\$229,712.27	\$0.00	\$638.27	100
10-3439-000 NCTM PAYMENTS	\$29,248.00	\$29,248.00	\$0.00	\$28,930.47	\$2,702.31	\$317.53	99
10-3491-000 ZONING FEES	\$10,000.00	\$10,000.00	\$0.00	\$9,285.00	\$455.00	\$715.00	93
10-3491-001 LIEN PAYMENTS	\$12,000.00	\$12,000.00	\$0.00	\$17,965.17	\$50.00	\$5,965.17	150
10-3500-510 SOL/WASTE COLLECTION	\$220,000.00	\$220,000.00	\$0.00	\$165,274.07	\$0.00	\$54,725.93	75
10-3500-550 YARD WASTE SALES	\$1,000.00	\$1,000.00	\$0.00	\$3,631.00	\$63.00	\$2,631.00	363
10-3831-000 INVESTMENT EARNINGS	\$120,000.00	\$120,000.00	\$0.00	\$92,844.72	\$0.00	\$27,155.28	77
10-3833-002 Donations-Other	\$6,000.00	\$8,500.00	\$0.00	\$31,305.16	\$0.00	\$22,805.16	368
10-3835-000 SALES-FIXED ASSETS	\$20,000.00	\$20,000.00	\$0.00	\$31,127.67	\$0.00	\$11,127.67	156
10-3837-000 ABC REVENUES	\$12,000.00	\$12,000.00	\$0.00	\$16,335.73	\$0.00	\$4,335.73	136
10-3838-000 INSURANCE REIMBURSEM	\$0.00	\$5,225.00	\$0.00	\$7,860.68	\$470.00	\$2,635.68	150
10-3839-000 MISCELLANEOUS REVENU	\$25,000.00	\$25,000.00	\$0.00	\$7,898.15	\$229.28	\$17,101.85	32
10-3839-001 CIVIL CITATIONS - PO	\$300.00	\$300.00	\$0.00	\$50.00	\$0.00	\$250.00	17
10-3839-002 CIVIL CITATIONS - LA	\$100.00	\$100.00	\$0.00	\$362.50	\$0.00	\$262.50	363
10-3841-000 STATE SHARED REVENUE	\$13,800.00	\$13,800.00	\$0.00	\$0.00	\$0.00	\$13,800.00	0
10-3920-000 LEASE PROCEEDS	\$0.00	\$401,840.00	\$0.00	\$291,000.00	\$0.00	\$110,840.00	72
10-3985-000 FEDERAL GRANT - ARPA	\$226,997.00	\$226,997.00	\$0.00	\$226,997.00	\$0.00	\$0.00	100
10-3985-002 OTHER GRANTS	\$90,050.00	\$108,488.00	\$0.00	\$25,500.00	\$7,000.00	\$82,988.00	24
10-3985-003 GRANTS-STANBACK FORE	\$5,000.00	\$5,000.00	\$0.00	\$4,870.26	\$0.00	\$129.74	97
10-3985-004 STATE GRANTS	\$0.00	\$655,841.00	\$0.00	\$295,082.58	\$72,600.00	\$360,758.42	45
10-3985-005 FEDERAL GRANT	\$414,588.00	\$1,625.00	\$0.00	\$2,389.41	\$0.00	\$764.41	147
10-3991-000 APPROPRIATED FUND BA	\$369,583.00	\$654,745.00	\$0.00	\$0.00	\$0.00	\$654,745.00	0
10-3991-001 APPROPRIATED CAPITAL	\$210,298.00	\$210,298.00	\$0.00	\$0.00	\$0.00	\$210,298.00	0
0000-10-Revs	\$5,475,478.00	\$6,507,933.00	\$0.00	\$4,477,761.77	\$213,736.35	\$2,149,370.51	69

Town of Spencer

Fiscal Period - FY 23-24 Date Range - 2023-07-01 - 2024-05-30

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	\$0.00	\$4,112.50	83
10-4110-181 FICA	\$1,888.00	\$1,888.00	\$0.00	\$1,573.50	\$0.00	\$314.50	83
10-4110-191 SERVICES-ACCOUNTING	\$20,000.00	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$0.00	100
10-4110-192 SERVICES-LEGAL	\$27,500.00	\$27,500.00	\$0.00	\$9,989.50	\$0.00	\$17,510.50	36
10-4110-194 CONTRACT SERVICES	\$49,000.00	\$96,798.00	\$28,656.31	\$39,142.47	\$14,118.74	\$28,999.22	40
10-4110-212 UNIFORMS	\$280.00	\$280.00	\$0.00	\$279.52	\$279.52	\$0.48	100
10-4110-299 SUPPLIES AND MATERIA	\$1,000.00	\$1,000.00	\$0.00	\$659.88	\$43.00	\$340.12	66
10-4110-311 TRAVEL	\$4,000.00	\$3,200.00	\$0.00	\$800.00	\$0.00	\$2,400.00	25
10-4110-321 TELEPHONE & INTERNET	\$539.00	\$539.00	\$0.00	\$404.10	\$44.90	\$134.90	75
10-4110-395 TRAINING	\$3,225.00	\$4,025.00	\$0.00	\$3,198.39	\$0.00	\$826.61	79
10-4110-451 INSURANCE-PROP/GEN/P	\$2,772.00	\$2,772.00	\$0.00	\$2,772.00	\$0.00	\$0.00	100
10-4110-491 DUES AND SUBSCRIPTIO	\$13,835.00	\$13,835.00	\$0.00	\$13,807.90	(\$625.00)	\$27.10	100
10-4110-570 CO-LAND	\$0.00	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	100
10-4110-600 NONPROFIT GRANTS	\$20,000.00	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$0.00	100
10-4110-610 COMMUNITY APPEARANCE	\$13,000.00	\$22,500.00	\$7,030.00	\$4,004.88	\$659.88	\$11,465.12	18
10-4110-620 HISTORIC PRESERVATIO	\$14,500.00	\$14,500.00	\$0.00	\$2,000.00	\$0.00	\$12,500.00	14
10-4110-630 ROWAN COUNTY ELECTIO	\$4,000.00	\$4,000.00	\$0.00	\$3,493.79	\$0.00	\$506.21	87
10-4110-631 ROWAN COUNTY TAX COL	\$22,052.00	\$22,052.00	\$0.00	\$24,858.55	\$143.73	(\$2,806.55)	113
10-4110-640 TOURISM AND EVENTS	\$29,000.00	\$29,000.00	\$0.00	\$14,504.47	\$0.00	\$14,495.53	50
10-4110-930 TRANSFER TO CAPITAL	\$210,298.00	\$210,298.00	\$0.00	\$105,149.00	\$0.00	\$105,149.00	50
10-4110-999 CONTINGENCIES	\$25,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0
4110-10-GOVERNING BODY	\$486,564.00	\$533,862.00	\$35,686.31	\$297,200.45	\$14,664.77	\$200,975.24	62

10-4110-631 Rowan County fees for the collection of taxes

Town of Spencer

Fiscal Period - FY 23-24 Date Range - 2023-07-01 - 2024-05-30

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
4130-10-ADMINISTRATION							
10-4130-121 SALARIES/WAGES-REGUL	\$321,873.00	\$311,466.00	\$0.00	\$236,929.77	\$23,068.76	\$74,536.23	76
10-4130-127 SALARIES/WAGES-BONUS	\$5,000.00	\$5,000.00	\$0.00	\$4,000.00	\$0.00	\$1,000.00	80
10-4130-181 FICA	\$24,137.00	\$24,137.00	\$0.00	\$18,108.54	\$1,711.48	\$6,028.46	75
10-4130-182 RETIREMENT	\$38,586.00	\$38,586.00	\$0.00	\$28,515.65	\$2,834.34	\$10,070.35	74
10-4130-183 GROUP INSURANCE	\$36,830.00	\$36,830.00	\$0.00	\$34,379.97	\$3,298.11	\$2,450.03	93
10-4130-184 401K CONTRIBUTION	\$13,889.00	\$13,889.00	\$0.00	\$9,898.57	\$1,019.14	\$3,990.43	71
10-4130-185 WORKERS COMPENSATION	\$736.00	\$736.00	\$0.00	\$736.00	\$0.00	\$0.00	100
10-4130-186 UNEMPLOYMENT	\$2,000.00	\$2,000.00	\$0.00	\$3,323.72	\$0.00	(\$1,323.72)	166
10-4130-193 MEDICAL SERVICES	\$2,765.00	\$2,765.00	\$0.00	\$3,555.50	\$229.00	(\$790.50)	129
10-4130-194 CONTRACT SERVICES	\$286,985.00	\$314,392.00	\$60,406.71	\$201,764.83	\$11,437.95	\$52,220.46	64
10-4130-198 SERVICES-ENGINEERING	\$35,000.00	\$71,130.00	\$45,860.21	\$22,834.29	\$750.00	\$2,435.50	32
10-4130-211 JANITORIAL SUPPLIES	\$1,100.00	\$1,100.00	\$0.00	\$1,130.79	\$0.00	(\$30.79)	103
10-4130-212 UNIFORMS	\$320.00	\$320.00	\$0.00	\$288.72	\$288.72	\$31.28	90
10-4130-260 SUPPLIES-OFFICE	\$3,000.00	\$3,000.00	\$0.00	\$2,842.79	\$20.00	\$157.21	95
10-4130-296 SUPPLIES-MEDICAL	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0
10-4130-299 SUPPLIES AND MATERIA	\$3,500.00	\$5,300.00	\$0.00	\$3,016.34	\$94.94	\$2,283.66	57
10-4130-311 TRAVEL	\$6,636.00	\$6,636.00	\$997.95	\$3,228.95	\$502.75	\$2,409.10	49
10-4130-321 TELEPHONE AND INTERN	\$6,076.00	\$6,076.00	\$0.00	\$6,039.60	\$368.19	\$36.40	99
10-4130-325 POSTAGE	\$2,322.00	\$2,322.00	\$0.00	\$1,358.33	\$216.46	\$963.67	58
10-4130-331 UTILITIES	\$25,728.00	\$25,728.00	\$0.00	\$24,377.54	\$2,316.54	\$1,350.46	95
10-4130-341 PRINTING	\$1,000.00	\$1,000.00	\$0.00	\$499.93	\$279.93	\$500.07	50
10-4130-351 MAINTENANCE-BUILDING	\$22,500.00	\$24,795.00	\$732.70	\$5,146.78	\$0.00	\$18,915.52	21
10-4130-370 ADVERTISING	\$4,300.00	\$4,300.00	\$0.00	\$4,285.81	\$48.35	\$14.19	100
10-4130-395 TRAINING	\$10,653.00	\$10,653.00	\$1,085.00	\$6,269.28	\$100.00	\$3,298.72	59
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	\$5,275.00	\$5,275.00	\$375.00	\$4,677.90	\$750.00	\$222.10	89
10-4130-440 MAINTENANCE CONTRACT	\$22,096.00	\$22,096.00	\$1,673.50	\$22,676.58	\$3,154.20	(\$2,254.08)	103
10-4130-441 LICENSE FEE	\$29,903.00	\$29,903.00	\$0.00	\$20,748.35	\$559.68	\$9,154.65	69
10-4130-451 INSURANCE-PROP/GEN/P	\$8,942.00	\$8,942.00	\$0.00	\$6,746.11	\$0.00	\$2,195.89	75
10-4130-453 INSURANCE - BONDS	\$1,248.00	\$1,248.00	\$0.00	\$1,248.00	\$0.00	\$0.00	100
10-4130-491 DUES AND SUBSCRIPTIO	\$3,408.00	\$3,408.00	\$0.00	\$2,393.00	\$765.00	\$1,015.00	70
10-4130-499 MISCELLANEOUS	\$1,463.00	\$1,463.00	\$0.00	\$762.97	\$488.97	\$700.03	52
10-4130-550 CAP. OUTLAY-OTHER EQ	\$1,500.00	\$32,700.00	\$0.00	\$30,199.00	\$0.00	\$2,501.00	92
10-4130-710 PRINICIPAL	\$69,631.00	\$69,631.00	\$0.00	\$69,630.86	\$0.00	\$0.14	100
10-4130-720 INTEREST	\$58,765.00	\$58,765.00	\$0.00	\$58,765.14	\$0.00	(\$0.14)	100
4130-10-ADMINISTRATION	\$1,060,267.00	\$1,148,692.00	\$111,131.07	\$840,379.61	\$54,302.51	\$197,181.32	83

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Town of Spencer

Fiscal Period - FY 23-24 Date Range - 2023-07-01 - 2024-05-30

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	\$904,575.00	\$952,843.00	\$0.00	\$774,192.33	\$72,163.32	\$178,650.67	81
10-4310-122 SALARIES/WAGES-OVERT	\$5,000.00	\$5,000.00	\$0.00	\$2,579.44	\$0.00	\$2,420.56	52
10-4310-126 PART-TIME/TEMPORARY	\$19,314.00	\$19,314.00	\$0.00	\$12,656.39	\$592.00	\$6,657.61	66
10-4310-127 SALARIES/WAGES-BONUS	\$21,000.00	\$20,750.00	\$0.00	\$18,500.00	\$0.00	\$2,250.00	89
10-4310-131 SUPPLEMENTAL LAW RET	\$7,135.00	\$7,135.00	\$0.00	\$6,151.05	\$546.76	\$983.95	86
10-4310-181 FICA	\$69,362.00	\$73,131.00	\$0.00	\$60,087.28	\$5,392.81	\$13,043.72	82
10-4310-182 RETIREMENT	\$122,505.00	\$129,422.00	\$0.00	\$108,087.38	\$10,094.38	\$21,334.62	84
10-4310-183 GROUP INSURANCE	\$138,884.00	\$147,733.00	\$0.00	\$125,803.46	\$18,158.54	\$21,929.54	85
10-4310-184 401K CONTRIBUTION	\$43,612.00	\$46,075.00	\$0.00	\$37,064.90	\$3,610.91	\$9,010.10	80
10-4310-185 WORKERS COMPENSATION	\$23,807.00	\$24,984.00	\$0.00	\$24,568.27	\$0.00	\$415.73	98
10-4310-193 SERVICES-MEDICAL	\$2,425.00	\$2,425.00	\$0.00	\$2,445.00	\$0.00	(\$20.00)	101
10-4310-194 CONTRACT SERVICES	\$13,750.00	\$13,750.00	\$0.00	\$1,535.00	\$0.00	\$12,215.00	11
10-4310-212 UNIFORMS	\$17,410.00	\$17,910.00	\$7,284.45	\$13,429.07	\$2,522.63	(\$2,803.52)	75
10-4310-213 SUPPLIES-SAFETY	\$3,725.00	\$3,725.00	\$0.00	\$1,762.08	\$342.14	\$1,962.92	47
10-4310-251 MOTOR FUEL AND LUBRI	\$40,360.00	\$42,360.00	\$0.00	\$40,077.88	\$4,865.06	\$2,282.12	95
10-4310-260 SUPPLIES-OFFICE	\$1,700.00	\$1,700.00	\$0.00	\$1,196.27	\$286.65	\$503.73	70
10-4310-291 SUPPLIES-DATA PROCES	\$5,284.00	\$5,284.00	\$1,188.41	\$4,093.05	\$113.55	\$2.54	77
10-4310-296 SUPPLIES-MEDICAL	\$1,420.00	\$1,420.00	\$0.00	\$999.54	\$783.57	\$420.46	70
10-4310-299 SUPPLIES AND MATERIA	\$15,441.00	\$18,001.00	\$4,749.95	\$6,032.21	\$2,688.47	\$7,218.84	34
10-4310-311 TRAVEL	\$1,500.00	\$1,500.00	\$0.00	\$1,674.45	\$587.13	(\$174.45)	112
10-4310-321 TELEPHONE AND INTERN	\$17,672.00	\$17,672.00	\$0.00	\$11,446.93	\$1,642.40	\$6,225.07	65
10-4310-329 OTHER COMMUNICATION	\$4,240.00	\$4,240.00	\$660.00	\$3,630.00	\$330.00	(\$50.00)	86
10-4310-341 PRINTING	\$300.00	\$300.00	\$0.00	\$332.09	\$0.00	(\$32.09)	111
10-4310-352 MAINTENANCE-EQUIPMEN	\$3,000.00	\$3,000.00	\$1,785.00	\$958.95	\$106.14	\$256.05	32
10-4310-353 MAINTENANCE-VEHICLES	\$6,000.00	\$11,725.00	\$1,421.94	\$15,267.75	\$1,164.99	(\$4,964.69)	130
10-4310-395 TRAINING	\$7,100.00	\$7,600.00	\$0.00	\$2,330.31	\$0.00	\$5,269.69	31
10-4310-440 MAINTENANCE CONTRACT	\$26,947.00	\$26,947.00	\$776.25	\$22,737.00	\$1,638.15	\$3,433.75	84
10-4310-441 LICENSE FEE	\$8,774.00	\$9,243.00	\$0.00	\$8,676.24	\$19.99	\$566.76	94
10-4310-451 INSURANCE-PROP/GEN/P	\$22,198.00	\$22,198.00	\$0.00	\$22,198.00	\$0.00	\$0.00	100
10-4310-452 INSURANCE-VEHICLES	\$17,982.00	\$17,982.00	\$0.00	\$21,713.28	\$0.00	(\$3,731.28)	121
10-4310-491 DUES AND SUBSCRIPTIO	\$700.00	\$700.00	\$0.00	\$80.00	\$0.00	\$620.00	11
10-4310-499 MISCELLANEOUS	\$1,000.00	\$1,000.00	\$0.00	\$662.05	\$632.32	\$337.95	66
10-4310-521 CO-SOFTWARE	\$3,060.00	\$3,060.00	\$0.00	\$3,060.00	\$0.00	\$0.00	100
10-4310-540 CO-VEHICLES	\$0.00	\$51,712.00	\$1,548.25	\$50,052.16	\$47,500.00	\$111.59	97
10-4310-550 CAP.OUTLAY-OTHER EQU	\$0.00	\$155,171.00	\$0.00	\$38,053.80	\$13,420.69	\$117,117.20	25
4310-10-POLICE OPERATIONS	\$1,577,182.00	\$1,867,012.00	\$19,414.25	\$1,444,133.61	\$189,202.60	\$403,464.14	78

Working with Chief File on these accounts.

Town of Spencer

Fiscal Period - FY 23-24 Date Range - 2023-07-01 - 2024-05-30

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	\$462,913.00	\$248,109.00	\$0.00	\$205,612.15	\$23,446.10	\$42,496.85	83
10-4340-122 OVERTIME	\$20,000.00	\$20,500.00	\$0.00	\$15,355.80	\$884.77	\$5,144.20	75
10-4340-126 PART-TIME/TEMPORARY	\$151,481.00	\$133,481.00	\$0.00	\$101,099.23	\$4,504.10	\$32,381.77	76
10-4340-127 SALARIES/WAGES-BONUS	\$15,500.00	\$11,000.00	\$0.00	\$11,000.00	\$0.00	\$0.00	100
10-4340-181 FICA	\$48,265.00	\$32,063.00	\$0.00	\$25,121.84	\$2,142.44	\$6,941.16	78
10-4340-182 RETIREMENT	\$61,185.00	\$33,841.00	\$0.00	\$26,557.50	\$3,141.12	\$7,283.50	78
10-4340-183 GROUP INSURANCE	\$96,100.00	\$31,545.00	\$0.00	\$28,580.09	(\$3,310.48)	\$2,964.91	91
10-4340-184 401K CONTRIBUTION	\$23,235.00	\$12,645.00	\$0.00	\$8,470.67	\$800.79	\$4,174.33	67
10-4340-185 WORKERS COMPENSATION	\$20,950.00	\$18,490.00	\$0.00	\$18,489.95	\$0.00	\$0.05	100
10-4340-194 CONTRACT SERVICES	\$7,071.00	\$7,071.00	\$3,002.70	\$780.00	\$150.00	\$3,288.30	11
10-4340-211 JANITORIAL SUPPLIES	\$1,500.00	\$1,850.00	\$0.00	\$1,849.36	\$0.00	\$0.64	100
10-4340-212 UNIFORMS	\$27,725.00	\$17,675.00	\$0.00	\$8,766.50	\$2,529.64	\$8,908.50	50
10-4340-213 SUPPLIES-SAFETY	\$35,250.00	\$24,175.00	\$0.00	\$8,760.69	\$945.87	\$15,414.31	36
10-4340-230 SUPPLIES-EDUCATIONAL	\$5,490.00	\$7,990.00	\$0.00	\$6,916.13	\$0.00	\$1,073.87	87
10-4340-251 MOTOR FUEL AND LUBRI	\$14,400.00	\$14,400.00	\$777.39	\$13,415.05	\$1,522.78	\$207.56	93
10-4340-260 SUPPLIES-OFFICE	\$1,500.00	\$1,500.00	\$0.00	\$805.27	\$0.00	\$694.73	54
10-4340-270 DUES & SUBSCRIPTIONS	\$425.00	\$425.00	\$0.00	\$225.00	\$0.00	\$200.00	53
10-4340-296 SUPPLIES-MEDICAL	\$3,000.00	\$5,146.00	\$0.00	\$4,791.16	\$4,173.45	\$354.84	93
10-4340-299 SUPPLIES AND MATERIA	\$2,200.00	\$7,200.00	\$3.00	\$6,434.46	\$3,744.60	\$762.54	89
10-4340-311 TRAVEL	\$2,300.00	\$2,300.00	\$242.00	\$468.59	\$0.00	\$1,589.41	20
10-4340-321 TELEPHONE AND INTE	\$8,410.00	\$8,410.00	\$0.00	\$7,581.91	\$1,044.55	\$828.09	90
10-4340-331 UTILITIES	\$10,392.00	\$10,392.00	\$0.00	\$9,822.67	\$1,317.26	\$569.33	95
10-4340-351 MAINTENANCE-BUILDING	\$12,000.00	\$7,000.00	\$0.00	\$4,687.85	\$1,528.03	\$2,312.15	67
10-4340-352 MAINTENANCE-EQUIPMEN	\$5,000.00	\$5,351.00	\$0.00	\$5,350.24	\$407.20	\$0.76	100
10-4340-353 MAINTENANCE-VEHICLES	\$23,000.00	\$22,915.00	\$5,000.00	\$12,460.63	\$698.47	\$5,454.37	54
10-4340-354 MAINTENANCE-GROUNDS	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0
10-4340-395 TRAINING	\$11,300.00	\$13,447.00	\$1,650.58	\$5,905.03	\$1,089.21	\$5,891.39	44
10-4340-440 MAINTENANCE CONTRACT	\$2,580.00	\$2,580.00	\$0.00	\$2,004.95	\$283.15	\$575.05	78
10-4340-441 LICENSE FEE	\$3,766.00	\$3,766.00	\$0.00	\$3,313.80	\$0.00	\$452.20	88
10-4340-451 INSURANCE-PROP/GEN/P	\$6,509.00	\$6,509.00	\$0.00	\$6,509.00	\$0.00	\$0.00	100
10-4340-452 INSURANCE - VEHICLES	\$4,349.00	\$4,349.00	\$0.00	\$4,348.53	\$0.00	\$0.47	100
10-4340-491 DUES AND SUBSCRIPTIO	\$2,536.00	\$2,536.00	\$0.00	\$1,446.70	\$787.98	\$1,089.30	57
10-4340-499 MISCELLANEOUS	\$1,000.00	\$1,000.00	\$0.00	\$787.41	\$36.66	\$212.59	79
10-4340-550 CO-EQUIPMENT	\$0.00	\$17,114.00	\$0.00	\$17,068.22	\$0.00	\$45.78	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	\$1,110,583.00	\$756,026.00	\$10,675.67	\$593,037.09	\$51,867.69	\$152,313.24	80

Town of Spencer

Fiscal Period - FY 23-24 Date Range - 2023-07-01 - 2024-05-30

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	\$213,364.00	\$212,076.00	\$0.00	\$155,892.42	\$50,458.07	\$56,183.58	74
10-4510-122 SALARIES/WAGES-OVERT	\$2,000.00	\$2,000.00	\$0.00	\$1,870.88	\$316.08	\$129.12	94
10-4510-126 PART-TIME/TEMPORARY	\$16,088.00	\$16,088.00	\$0.00	\$12,637.02	\$1,158.18	\$3,450.98	79
10-4510-127 SALARIES/WAGES-BONUS	\$5,900.00	\$5,900.00	\$0.00	\$5,800.00	\$0.00	\$100.00	98
10-4510-181 FICA	\$17,164.00	\$17,164.00	\$0.00	\$11,340.64	\$2,400.05	\$5,823.36	66
10-4510-182 RETIREMENT	\$28,965.00	\$28,965.00	\$0.00	\$20,341.51	\$6,554.97	\$8,623.49	70
10-4510-183 GROUP INSURANCE	\$45,174.00	\$45,174.00	\$0.00	\$38,309.50	\$2,928.28	\$6,864.50	85
10-4510-184 401K CONTRIBUTION	\$7,471.00	\$7,471.00	\$0.00	\$7,061.30	\$2,454.77	\$409.70	95
10-4510-185 WORKERS COMPENSATION	\$10,413.00	\$10,413.00	\$0.00	\$10,413.00	\$0.00	\$0.00	100
10-4510-194 CONTRACTED SERVICES	\$0.00	\$619,711.00	\$378,540.96	\$227,704.62	\$400.00	\$13,465.42	37
10-4510-211 JANITORIAL SUPPLIES	\$750.00	\$750.00	\$0.00	\$698.15	\$0.00	\$51.85	93
10-4510-212 UNIFORMS	\$4,000.00	\$4,000.00	\$0.00	\$3,735.44	\$287.11	\$264.56	93
10-4510-213 SUPPLIES-SAFETY	\$3,150.00	\$3,150.00	\$0.00	\$1,233.20	\$621.07	\$1,916.80	39
10-4510-251 MOTOR FUEL AND LUBRI	\$19,440.00	\$22,690.00	\$151.17	\$20,528.14	\$78.23	\$2,010.69	90
10-4510-260 SUPPLIES-OFFICE	\$250.00	\$250.00	\$0.00	\$84.75	\$0.00	\$165.25	34
10-4510-299 SUPPLIES AND MATERIA	\$6,600.00	\$7,888.00	\$570.00	\$6,748.79	\$1,983.24	\$569.21	86
10-4510-311 TRAVEL	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0
10-4510-321 TELEPHONE AND INTERN	\$2,244.00	\$2,244.00	\$0.00	\$1,894.95	\$325.02	\$349.05	84
10-4510-329 OTHER COMMUNICATION	\$120.00	\$120.00	\$0.00	\$0.00	\$0.00	\$120.00	0
10-4510-331 UTILITIES	\$53,844.00	\$53,844.00	\$0.00	\$57,789.63	\$9,846.64	(\$3,945.63)	107
10-4510-351 MAINTENANCE-BUILDING	\$4,000.00	\$4,000.00	\$322.74	\$1,434.43	\$110.72	\$2,242.83	36
10-4510-352 MAINTENANCE-EQUIPMEN	\$4,000.00	\$4,200.00	\$189.39	\$4,008.69	\$362.34	\$1.92	95
10-4510-353 MAINTENANCE-VEHICLES	\$9,500.00	\$12,213.00	\$0.00	\$12,212.79	\$0.00	\$0.21	100
10-4510-354 MAINTENANCE GROUNDS	\$18,000.00	\$11,837.00	\$0.00	\$10,686.82	\$739.82	\$1,150.18	90
10-4510-356 MAINTENANCE-STREETS	\$2,500.00	\$2,500.00	\$0.00	\$1,984.75	\$0.00	\$515.25	79
10-4510-440 MAINTENANCE CONTRACT	\$1,304.00	\$1,304.00	\$0.00	\$920.25	\$87.60	\$383.75	71
10-4510-451 INSURANCE-PRO/GEN/PR	\$2,690.00	\$2,690.00	\$0.00	\$2,690.00	\$0.00	\$0.00	100
10-4510-452 INSURANCE - VEHICLES	\$3,191.00	\$3,191.00	\$0.00	\$3,190.85	\$0.00	\$0.15	100
10-4510-491 DUES & SUBSCRIPTIONS	\$400.00	\$400.00	\$0.00	\$375.00	\$0.00	\$25.00	94
10-4510-499 MISCELLANEOUS	\$1,480.00	\$1,480.00	\$0.00	\$1,056.78	\$0.00	\$423.22	71
10-4510-550 CAP.OUTLAY-OTHER EQU	\$18,300.00	\$18,300.00	\$0.00	\$17,579.31	\$0.00	\$720.69	96
4510-10-STREETS OPERATIONS	\$502,402.00	\$1,122,113.00	\$379,774.26	\$640,223.61	\$81,112.19	\$102,115.13	91

10-4510-331 Majority of this is Street lighting

Town of Spencer

Fiscal Period - FY 23-24 Date Range - 2023-07-01 - 2024-05-30

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	\$185,941.00	\$178,441.00	\$0.00	\$152,628.21	(\$27,538.84)	\$25,812.79	86
10-4710-122 SALARIES/WAGES-OVERT	\$2,500.00	\$2,500.00	\$0.00	\$2,023.60	\$262.21	\$476.40	81
10-4710-127 SALARIES/WAGES-BONUS	\$4,400.00	\$3,500.00	\$0.00	\$3,500.00	\$0.00	\$0.00	100
10-4710-181 FICA	\$13,947.00	\$13,947.00	\$0.00	\$12,794.12	(\$633.82)	\$1,152.88	92
10-4710-182 RETIREMENT	\$23,537.00	\$23,537.00	\$0.00	\$20,063.15	(\$3,521.40)	\$3,473.85	85
10-4710-183 GROUP INSURANCE	\$38,143.00	\$38,143.00	\$0.00	\$35,005.90	\$2,601.52	\$3,137.10	92
10-4710-184 401K CONTRIBUTION	\$5,557.00	\$5,310.00	\$0.00	\$4,538.13	(\$1,652.36)	\$771.87	85
10-4710-185 WORKERS COMPENSATION	\$8,348.00	\$8,348.00	\$0.00	\$8,348.00	\$0.00	\$0.00	100
10-4710-194 CONTRACT SERVICES	\$24,000.00	\$28,995.00	\$405.00	\$24,829.71	\$2,257.75	\$3,760.29	86
10-4710-211 JANITORIAL SUPPLIES	\$500.00	\$500.00	\$0.00	\$420.70	\$0.00	\$79.30	84
10-4710-212 UNIFORMS	\$5,000.00	\$5,000.00	\$0.00	\$4,951.55	\$380.57	\$48.45	99
10-4710-213 SAFETY SUPPLIES	\$1,000.00	\$1,000.00	\$0.00	\$476.11	\$476.11	\$523.89	48
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	\$13,452.00	\$15,787.00	\$100.79	\$13,685.41	\$52.15	\$2,000.80	87
10-4710-299 SUPPLIES AND MATERIA	\$12,000.00	\$12,000.00	\$0.00	\$11,905.86	\$0.00	\$94.14	99
10-4710-321 TELEPHONE AND INTERN	\$1,304.00	\$1,304.00	\$0.00	\$1,222.98	\$25.06	\$81.02	94
10-4710-352 MAINTENANCE-EQUIPMEN	\$3,950.00	\$4,040.00	\$189.39	\$3,847.75	\$536.39	\$2.86	95
10-4710-353 MAINTENANCE-VEHILCES	\$6,000.00	\$9,453.00	\$0.00	\$9,452.27	\$108.38	\$0.73	100
10-4710-370 ADVERTISING	\$150.00	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00	0
10-4710-395 TRAINING	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4710-397 LANDFILL SER TIPPING	\$57,000.00	\$57,000.00	\$0.00	\$51,189.96	\$5,524.60	\$5,810.04	90
10-4710-440 MAINTENANCE CONTRACT	\$200.00	\$200.00	\$0.00	\$61.80	\$0.00	\$138.20	31
10-4710-451 INSURANCE-PROP/GEN/P	\$2,073.00	\$2,073.00	\$0.00	\$2,073.00	\$0.00	\$0.00	100
10-4710-452 INSURANCE-VEHICLES	\$3,764.00	\$5,444.00	\$0.00	\$5,443.94	\$0.00	\$0.06	100
10-4710-540 CAP OUT-MOTOR VEH	\$0.00	\$363,403.00	\$0.00	\$363,402.67	\$0.00	\$0.33	100
10-4710-750 LEASE PAYMENTS	\$37,909.00	\$8,409.00	\$0.00	\$2,314.59	\$0.00	\$6,094.41	28
4710-10-SOLID/YARD OPERATIONS	\$452,375.00	\$788,684.00	\$695.18	\$734,179.41	(\$21,121.68)	\$53,809.41	93

Town of Spencer

Fiscal Period - FY 23-24 Date Range - 2023-07-01 - 2024-05-30

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
6110-10-LIBRARY							
-							
10-6110-126 PART-TIME/TEMPORARY	\$16,835.00	\$16,835.00	\$0.00	\$13,593.71	\$1,178.00	\$3,241.29	81
10-6110-127 SALARIES/WAGES-BONUS	\$500.00	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	100
10-6110-181 FICA	\$1,260.00	\$1,260.00	\$0.00	\$1,078.21	\$90.12	\$181.79	86
10-6110-194 CONTRACT SERVICES	\$2,000.00	\$2,000.00	\$0.00	\$1,773.00	\$773.00	\$227.00	89
10-6110-260 SUPPLIES-OFFICE	\$600.00	\$350.00	\$0.00	\$111.70	\$0.00	\$238.30	32
10-6110-299 SUPPLIES	\$2,050.00	\$2,300.00	\$0.00	\$2,048.39	\$383.89	\$251.61	89
10-6110-311 TRAVEL	\$200.00	\$200.00	\$0.00	\$214.32	\$0.00	(\$14.32)	107
10-6110-321 TELEPHONE AND INTERN	\$2,249.00	\$2,249.00	\$0.00	\$1,687.60	\$375.37	\$561.40	75
10-6110-331 UTILITIES	\$9,264.00	\$9,264.00	\$0.00	\$8,261.35	\$1,117.39	\$1,002.65	89
10-6110-351 MAINTENANCE-BUILDING	\$0.00	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	100
10-6110-370 ADVERTISING	\$300.00	\$300.00	\$0.00	\$183.99	\$20.00	\$116.01	61
10-6110-395 TRAINING	\$250.00	\$250.00	\$0.00	\$135.00	\$0.00	\$115.00	54
10-6110-440 MAINTENANCE CONTRACT	\$1,791.00	\$1,791.00	\$0.00	\$2,216.20	\$90.20	(\$425.20)	124
10-6110-451 INSURANCE-PRO/GEN/PR	\$2,292.00	\$2,292.00	\$0.00	\$2,292.00	\$0.00	\$0.00	100
10-6110-491 DUES & SUBSCRIPTIONS	\$360.00	\$360.00	\$0.00	\$300.00	\$0.00	\$60.00	83
6110-10-LIBRARY	\$39,951.00	\$42,451.00	\$0.00	\$36,895.47	\$4,027.97	\$5,555.53	87

Town of Spencer

Fiscal Period - FY 23-24 Date Range - 2023-07-01 - 2024-05-30

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	\$750.00	\$0.00	\$0.00	\$0.00	\$750.00	0
10-6120-331 UTILITIES	\$5,172.00	\$5,172.00	\$0.00	\$4,052.57	\$1,065.33	\$1,119.43	78
10-6120-357 MAINTENANCE-PARKS AN	\$11,100.00	\$14,039.00	\$395.00	\$3,343.54	\$0.00	\$10,300.46	24
10-6120-359 MAINT. & REPAIR - OT	\$0.00	\$0.00	\$0.00	\$900.00	\$0.00	(\$900.00)	0
10-6120-451 INSURANCE-PROP/GEN/P	\$132.00	\$132.00	\$0.00	\$132.00	\$0.00	\$0.00	100
10-6120-625 SENIOR CITIZENS COUN	\$4,000.00	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$0.00	100
10-6120-850 TRANSFER TO PROJECTS	\$225,000.00	\$225,000.00	\$0.00	\$25,440.00	\$17,490.00	\$199,560.00	11
6120-10-RECREATION	\$246,154.00	\$249,093.00	\$395.00	\$37,868.11	\$18,555.33	\$210,829.89	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: 10-GENERAL FUND								
	FundRevTot	\$5,475,478.00	\$6,507,933.00	\$0.00	\$4,477,761.77	\$213,736.35	\$2,149,370.51	69
	FundExpTot	\$5,475,478.00	\$6,507,933.00	\$557,771.74	\$4,623,917.36	\$392,611.38	\$1,326,243.90	80
Grand Totals:	TotalRev	\$5,475,478.00	\$6,507,933.00	\$0.00	\$4,477,761.77	\$213,736.35	\$2,149,370.51	69
	TotalExp	\$5,475,478.00	\$6,507,933.00	\$557,771.74	\$4,623,917.36	\$392,611.38	\$1,326,243.90	80

Town of Spencer

Fiscal Period - FY 23-24 Date Range - 2023-07-01 - 2024-05-30

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 20-POWELL BILL							
0000-20-Revs							
-							
20-3328-000 POWELL BILL REVENUE	\$111,000.00	\$111,000.00	\$0.00	\$123,205.74	\$0.00	\$12,205.74	111
20-3831-000 INVESTMENT EARNINGS	\$13,000.00	\$13,000.00	\$0.00	\$7,215.83	\$0.00	\$5,784.17	56
20-3991-000 APPROPRIATED FUND BA	\$50,000.00	\$270,000.00	\$0.00	\$0.00	\$0.00	\$270,000.00	0
0000-20-Revs	\$174,000.00	\$394,000.00	\$0.00	\$130,421.57	\$0.00	\$287,989.91	33
4510-20-STREETS OPERATIONS							
-							
20-4510-121 SALARIES/WAGES-REGUL	\$11,512.00	\$11,512.00	\$0.00	\$9,973.18	\$887.74	\$1,538.82	87
20-4510-127 SALARIES/WAGES-BONUS	\$200.00	\$200.00	\$0.00	\$200.00	\$0.00	\$0.00	100
20-4510-181 FICA	\$846.00	\$846.00	\$0.00	\$778.33	\$67.92	\$67.67	92
20-4510-182 RETIREMENT	\$1,428.00	\$1,428.00	\$0.00	\$1,287.46	\$114.60	\$140.54	90
20-4510-183 GROUP INSURANCE	\$1,838.00	\$1,838.00	\$0.00	\$1,499.57	\$132.02	\$338.43	82
20-4510-184 401K CONTRIBUTION	\$553.00	\$553.00	\$0.00	\$498.58	\$44.38	\$54.42	90
20-4510-198 SERVICES-ENGINEERING	\$12,000.00	\$12,000.00	\$0.00	\$0.00	\$0.00	\$12,000.00	0
20-4510-299 SUPPLIES AND MATERIA	\$2,000.00	\$2,000.00	\$0.00	\$815.00	\$0.00	\$1,185.00	41
20-4510-355 MAINTENANCE-SIDEWALK	\$12,000.00	\$12,000.00	\$11,000.00	\$0.00	\$0.00	\$1,000.00	0
20-4510-356 MAINTENANCE-STREETS	\$16,000.00	\$16,000.00	\$16,000.00	\$0.00	\$0.00	\$0.00	0
20-4510-580 CO-INFRASTRUCTURE	\$115,623.00	\$335,623.00	\$0.00	\$293,504.95	\$0.00	\$42,118.05	87
4510-20-STREETS OPERATIONS	\$174,000.00	\$394,000.00	\$27,000.00	\$308,557.07	\$1,246.66	\$58,442.93	85
Reporting Fund: 20-POWELL BILL							
FundRevTot	\$174,000.00	\$394,000.00	\$0.00	\$130,421.57	\$0.00	\$287,989.91	33
FundExpTot	\$174,000.00	\$394,000.00	\$27,000.00	\$308,557.07	\$1,246.66	\$58,442.93	85
Grand Totals:							
TotalRev	\$174,000.00	\$394,000.00	\$0.00	\$130,421.57	\$0.00	\$287,989.91	33
TotalExp	\$174,000.00	\$394,000.00	\$27,000.00	\$308,557.07	\$1,246.66	\$58,442.93	85

Town of Spencer

Fiscal Period - FY 23-24 Date Range - 2023-07-01 - 2024-05-30

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							
-							
30-3835-000 SALES - FIXED ASSETS	\$0.00	\$20,500.00	\$0.00	\$0.00	\$0.00	\$20,500.00	0
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	\$210,298.00	\$210,298.00	\$0.00	\$105,149.00	\$0.00	\$105,149.00	50
30-3991-000 APPROPRIATED FUND BA	\$0.00	\$58,163.00	\$0.00	\$0.00	\$0.00	\$58,163.00	0
0000-30-Revs	\$210,298.00	\$1,182,782.00	\$0.00	\$105,149.00	\$0.00	\$1,077,633.00	9
4110-30-GOVERNING BODY							
-							
30-4110-570 CO - LAND	\$59,000.00	\$59,000.00	\$0.00	\$0.00	\$0.00	\$59,000.00	0
4110-30-GOVERNING BODY	\$59,000.00	\$59,000.00	\$0.00	\$0.00	\$0.00	\$59,000.00	0
4130-30-ADMINISTRATION							
-							
30-4130-291 SUPPLIES - DATA PROC	\$1,075.00	\$1,075.00	\$0.00	\$0.00	\$0.00	\$1,075.00	0
4130-30-ADMINISTRATION	\$1,075.00	\$1,075.00	\$0.00	\$0.00	\$0.00	\$1,075.00	0
4310-30-POLICE OPERATIONS							
-							
30-4310-291 SUPPLIES - DATA PROC	\$7,325.00	\$7,325.00	\$0.00	\$6,790.27	\$0.00	\$534.73	93
30-4310-540 CO - VEHICLES	\$85,349.00	\$148,185.00	\$0.00	\$141,289.07	\$0.00	\$6,895.93	95
30-4310-550 CO - OTHER EQUIP	\$50,149.00	\$67,977.00	\$7,873.54	\$61,788.78	\$10,533.65	(\$1,685.32)	91
4310-30-POLICE OPERATIONS	\$142,823.00	\$223,487.00	\$7,873.54	\$209,868.12	\$10,533.65	\$5,745.34	97
4340-30-FIRE OPERATIONS							
-							
30-4340-540 CO - VEHICLES	\$0.00	\$891,820.00	\$891,820.00	\$0.00	\$0.00	\$0.00	0
4340-30-FIRE OPERATIONS	\$0.00	\$891,820.00	\$891,820.00	\$0.00	\$0.00	\$0.00	0
4510-30-STREETS OPERATIONS							
-							
30-4510-291 SUPPLIES - DATA PROC	\$1,075.00	\$1,075.00	\$0.00	\$0.00	\$0.00	\$1,075.00	0
4510-30-STREETS OPERATIONS	\$1,075.00	\$1,075.00	\$0.00	\$0.00	\$0.00	\$1,075.00	0
4710-30-SOLID/YARD OPERATIONS							
-							
30-4710-550 CO-OTHER EQUIPMENT	\$6,325.00	\$6,325.00	\$0.00	\$0.00	\$0.00	\$6,325.00	0
4710-30-SOLID/YARD OPERATIONS	\$6,325.00	\$6,325.00	\$0.00	\$0.00	\$0.00	\$6,325.00	0
6110-30-LIBRARY							
-							
30-6110-291 SUPPLIES - DATA PROC	\$0.00	\$0.00	\$0.00	\$1,200.00	\$0.00	(\$1,200.00)	0
6110-30-LIBRARY	\$0.00	\$0.00	\$0.00	\$1,200.00	\$0.00	(\$1,200.00)	0
Reporting Fund: 30-CAPITAL RESERVE AND REPLACEMENT FUND							
FundRevTot	\$210,298.00	\$1,182,782.00	\$0.00	\$105,149.00	\$0.00	\$1,077,633.00	9
FundExpTot	\$210,298.00	\$1,182,782.00	\$899,693.54	\$211,068.12	\$10,533.65	\$72,020.34	94
Grand Totals:							
TotalRev	\$210,298.00	\$1,182,782.00	\$0.00	\$105,149.00	\$0.00	\$1,077,633.00	9
TotalExp	\$210,298.00	\$1,182,782.00	\$899,693.54	\$211,068.12	\$10,533.65	\$72,020.34	94

Town of Spencer

Fiscal Period - FY 23-24 Date Range - 2023-07-01 - 2024-05-30

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	\$65,000.00	\$5,000.00	\$65,000.00	0
0000-70-Revs		\$0.00	\$0.00	\$0.00	\$65,000.00	\$5,000.00	\$65,000.00	0
4130-70-ADMINISTRATION								
-								

70-4130-187 INSURANCE REIMBURSEM		\$0.00	\$0.00	\$0.00	\$55,664.30	\$0.00	(\$55,664.30)	0
4130-70-ADMINISTRATION		\$0.00	\$0.00	\$0.00	\$55,664.30	\$0.00	(\$55,664.30)	0
Reporting Fund: 70-HEALTH INSURANCE REIMBURSEMENT								
FundRevTot		\$0.00	\$0.00	\$0.00	\$65,000.00	\$5,000.00	\$65,000.00	0
FundExpTot		\$0.00	\$0.00	\$0.00	\$55,664.30	\$0.00	(\$55,664.30)	0

Grand Totals:	TotalRev	\$0.00	\$0.00	\$0.00	\$65,000.00	\$5,000.00	\$65,000.00	0
	TotalExp	\$0.00	\$0.00	\$0.00	\$55,664.30	\$0.00	(\$55,664.30)	0

Account		Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
<u>Reporting Fund: 90-YADKIN RIVER TRAIL</u>								
0000-90-Revs								
-								
90-3985-240 YADKIN RIVER TRAIL D		\$20,559.00	\$631,974.00	\$0.00	\$537,474.40	\$450.00	\$94,499.60	85
90-3985-850 GENERAL FUND TRANSFE		\$114,258.00	\$185,258.00	\$0.00	\$185,258.00	\$0.00	\$0.00	100
0000-90-Revs		\$134,817.00	\$817,232.00	\$0.00	\$722,732.40	\$450.00	\$94,499.60	88
4130-90-ADMINISTRATION								
-								
90-4130-370 ADVERTISING		\$0.00	\$405.00	\$0.00	\$156.35	\$0.00	\$248.65	39
4130-90-ADMINISTRATION		\$0.00	\$405.00	\$0.00	\$156.35	\$0.00	\$248.65	39
<u>Reporting Fund: 90-YADKIN RIVER TRAIL</u>								
	FundRevTot	\$134,817.00	\$817,232.00	\$0.00	\$722,732.40	\$450.00	\$94,499.60	88
	FundExpTot	\$0.00	\$405.00	\$0.00	\$156.35	\$0.00	\$248.65	39
<u>Grand Totals:</u>								
	TotalRev	\$134,817.00	\$817,232.00	\$0.00	\$722,732.40	\$450.00	\$94,499.60	88
	TotalExp	\$0.00	\$405.00	\$0.00	\$156.35	\$0.00	\$248.65	39

Town of Spencer

Fiscal Period - CORONAVIRUS ARPA GRANT PROJECT Date Range - 2021-07-01 - 2024-05-30

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								
-								
-								
91-3984-000 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	\$225,000.00	\$0.00	\$0.00	\$0.00	\$225,000.00	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	\$812,997.00	\$0.00	\$812,997.00	\$83,976.92	\$0.00	100
4210-91-CORONAVIRUS ARPA		\$1,037,997.00	\$1,037,997.00	\$0.00	\$812,997.00	\$83,976.92	\$225,000.00	78
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	\$812,997.00	\$83,976.92	\$225,000.00	78
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	\$812,997.00	\$83,976.92	\$225,000.00	78

Town of Spencer

Fiscal Period - DOWNTOWN PARK PROJECT Date Range - 2021-07-01 - 2024-05-30

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	\$1,675,000.00	\$0.00	\$0.00	\$0.00	\$1,675,000.00	0
92-3985-850 GENERAL FUND TRANSFE		\$100,000.00	\$325,000.00	\$0.00	\$190,576.30	\$17,490.00	\$134,423.70	59
0000-92-Revs		\$100,000.00	\$2,000,000.00	\$0.00	\$190,576.30	\$17,490.00	\$1,809,423.70	10
6120-92-RECREATION								
-								
92-6120-194 TOWN PARK CONTRACTED		\$0.00	\$160,000.00	\$45,360.00	\$114,640.00	\$17,490.00	\$0.00	72
92-6120-580 CO-INFRASTRUCTURE		\$100,000.00	\$1,840,000.00	\$38.70	\$75,936.30	\$20,395.50	\$1,764,025.00	4
6120-92-RECREATION		\$100,000.00	\$2,000,000.00	\$45,398.70	\$190,576.30	\$37,885.50	\$1,764,025.00	12
Reporting Fund: 92-DOWNTOWN PARK PROJECT								
FundRevTot		\$100,000.00	\$2,000,000.00	\$0.00	\$190,576.30	\$17,490.00	\$1,809,423.70	10
FundExpTot		\$100,000.00	\$2,000,000.00	\$45,398.70	\$190,576.30	\$37,885.50	\$1,764,025.00	12
Grand Totals:								
TotalRev		\$100,000.00	\$2,000,000.00	\$0.00	\$190,576.30	\$17,490.00	\$1,809,423.70	10
TotalExp		\$100,000.00	\$2,000,000.00	\$45,398.70	\$190,576.30	\$37,885.50	\$1,764,025.00	12

Town of Spencer

Fiscal Period - COMMUNITY DEV BLOCK GRANT Date Range - 2023-10-10 - 2024-05-30

Account		Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 95-CDBG-NR GRANT PROJECT								
0000-95-Revs								
-								
-								
95-3985-095 CDBG NR		\$750,000.00	\$750,000.00	\$0.00	\$0.00	\$0.00	\$750,000.00	0
0000-95-Revs		\$750,000.00	\$750,000.00	\$0.00	\$0.00	\$0.00	\$750,000.00	0
4195-95-CDBG GRANT								
-								
-								
95-4195-194 CDBG NR REHAB		\$680,000.00	\$675,000.00	\$0.00	\$7,575.00	\$775.00	\$667,425.00	1
95-4195-695 CDBG NR ADMIN		\$70,000.00	\$75,000.00	\$0.00	\$9,422.50	\$225.00	\$65,577.50	13
4195-95-CDBG GRANT		\$750,000.00	\$750,000.00	\$0.00	\$16,997.50	\$1,000.00	\$733,002.50	2
Reporting Fund: 95-CDBG-NR GRANT PROJECT								
FundRevTot		\$750,000.00	\$750,000.00	\$0.00	\$0.00	\$0.00	\$750,000.00	0
FundExpTot		\$750,000.00	\$750,000.00	\$0.00	\$16,997.50	\$1,000.00	\$733,002.50	2
Grand Totals:								
TotalRev		\$750,000.00	\$750,000.00	\$0.00	\$0.00	\$0.00	\$750,000.00	0
TotalExp		\$750,000.00	\$750,000.00	\$0.00	\$16,997.50	\$1,000.00	\$733,002.50	2

Town of Spencer

Fiscal Period - 17 ST STORMWATER IMROVEMENTS Date Range - 2024-02-01 - 2024-05-30

Account		Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 96-17ST STORMWATER IMPROVEMENTS								
0000-96-Revs								
-								
-								
96-3985-002 OTHER GRANTS		\$1,959,462.00	\$1,959,462.00	\$0.00	\$0.00	\$0.00	\$1,959,462.00	0
0000-96-Revs		\$1,959,462.00	\$1,959,462.00	\$0.00	\$0.00	\$0.00	\$1,959,462.00	0
4196-96-17TH STREET STORMWATER								
-								
-								
96-4196-198 SERVICES-ENGINEERING		\$320,000.00	\$320,000.00	\$253,722.75	\$66,277.25	\$0.00	\$0.00	21
96-4196-580 CO-INFRASTRUCTURE		\$1,490,420.00	\$1,490,420.00	\$0.00	\$0.00	\$0.00	\$1,490,420.00	0
96-4196-999 CONTINGENCIES		\$149,042.00	\$149,042.00	\$0.00	\$0.00	\$0.00	\$149,042.00	0
4196-96-17TH STREET STORMWATER		\$1,959,462.00	\$1,959,462.00	\$253,722.75	\$66,277.25	\$0.00	\$1,639,462.00	16
Reporting Fund: 96-17ST STORMWATER IMPROVEMENTS								
FundRevTot		\$1,959,462.00	\$1,959,462.00	\$0.00	\$0.00	\$0.00	\$1,959,462.00	0
FundExpTot		\$1,959,462.00	\$1,959,462.00	\$253,722.75	\$66,277.25	\$0.00	\$1,639,462.00	16
Grand Totals:								
TotalRev		\$1,959,462.00	\$1,959,462.00	\$0.00	\$0.00	\$0.00	\$1,959,462.00	0
TotalExp		\$1,959,462.00	\$1,959,462.00	\$253,722.75	\$66,277.25	\$0.00	\$1,639,462.00	16



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AGENDA ITEM

Board Meeting Date: 06/11/2024

Issue under Consideration:	Library Report
Current Status:	N/A
Points to Consider:	N/A
Financial Impact:	N/A
Options:	N/A
Recommendations:	For Information & Discussion
Department:	Library
Attachments:	1. Library May Report 2. Library May Statistics



May British Tea with Patti Henry



On May 16th at 2 pm, over forty guests listened to the literary journey of Patti Callahan Henry, author of several NY Times best-selling novels such as Once Upon a Wardrobe and Becoming Mrs. Lewis. As Patti described her journey of writing after a lifetime of being a nurse and a mother, the patrons enjoyed a formal tea setting with scones, cucumber sandwiches, and various sweet treats. This teatime was followed by questions from the audience regarding Patti's inspiration for her latest novels. Afterward, Patti signed books and engaged with everyone. There was a drawing for three gifts for the young girls who attended. Three novels were given away in a drawing for the adults.

Librarian McCraw would like to thank our local Food Lion for donating the tea and sugar. Tea for Two in China Grove made the scones and lemon squares. Several volunteers made pumpkin cupcakes and cucumber sandwiches.



Librarian McCraw would also like to thank those who loaned tablecloths, crystal, and silver platters for serving.

Finally, we would like to thank all the guests who attended. We wish that we had more room for such an event, however the room was filled to the brim.

		Door Count	Adult Circulation	Children Circulation	Research Questions	New Cards Issued	Students Tutored	Volunteers/ Tutors	Corres. Due Date
	Mon.								
	Tues.								1/13/1900
5/1/2024	Wed.	5							5/15/2024
5/2/2024	Fri.								5/16/2024
									1/13/1900
WEEK TOTAL:		5							-----
5/6/2024	Mon.	9	4	8		2		1	5/20/2024
5/7/2024	Tues.	13							5/21/2024
5/8/2024	Wed.	5							5/22/2024
	Thurs.								1/13/1900
	Fri.								1/13/1900
WEEK TOTAL:		27	4	8		2			-----
5/13/2024	Mon.	7		5	2	2			5/27/2024
5/14/2024	Tues.	5		5					5/28/2024
5/15/2024	Wed.	closed							5/29/2024
	Thurs.	40	special program		2			4	
	Fri.								
WEEK TOTAL:		52		10	4	2			-----
5/20/2024	Mon.	1							6/3/2024
5/21/2024	Tues.	2	3		2	2			6/4/2024
5/22/2024	Wed.	5			1				6/5/2024
	Thurs.								1/13/1900
	Fri.								1/13/1900
WEEK TOTAL:		8	3		3	2			-----
5/27/2024	Mon.	closed							6/10/2024
5/28/2024	Tues.	8	5	7	2	1			6/11/2024
5/29/2024	Wed.	3			3				6/12/2024
5/30/2024	Thurs.	1	5	0	0	0	0	0	6/13/2024
5/31/2024	Fri.	0	0	0	0	0	0	0	6/14/2024
WEEK TOTAL:		12	10	7	5	1	0	0	-----
MONTH TOTAL:		104	17	25	12	7	0	0	-----

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AGENDA ITEM

Board Meeting Date: 6/3/2024

(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
Spencer, NC 28159-0045

To: Mayor Williams and Members of the Board of Aldermen
From: Peter Franzese, Town Manager
Date: June 3, 2024
Re: June 2024 Town Manager Report

Reminder about care of our Planter boxes

Recently, one of our downtown planter box trees was pruned back without the Town's permission. After getting a question about it, we were able to identify this happening on a security camera and will be working to resolve this unfortunate incident with the responsible party. This makes it clear we need to communicate with our property owners adjacent to the planters to remind them and their tenants that any maintenance concerns need to be handled by the Town.

The vegetative material in the planter boxes were purchased and/or installed with public funds and donations. Our planter boxes are maintained by volunteers through our Community Appearance Commission, with assistance from our Public Works staff. Anyone who has concerns or questions about the trees or other vegetation should contact Public Works Director Joel Taylor or Planner Kyle Harris.

Fireworks over Spencer – Saturday June 29

The Town has once again partnered with our friends the NC Transportation Museum for a great community event to celebrate Independence Day. Fireworks over Historic Spencer Shops takes place each year the Saturday before July 4 so this year's date is June 29. The Museum will close at 5:00 p.m. with limited buildings and exhibits remaining open until the fireworks begin. Activities start at 5:30 p.m. and wrap up with the fireworks show beginning at 9:15 p.m. In the event of severe weather, fireworks show timing may be adjusted.

On display will be the Ride of Pride trucks from Daimler Trucks North America's Cleveland, NC plant. Activities include a balloon twister artist, bubble show, DJ music, inflatables, children's craft area, corn hole, and other lawn games.

For a small fee, guests are invited to take a ride in a WWII era Dodge Weapons Carrier, as well as a ride on the turntable, the centerpiece of railroad operations at the largest remaining roundhouse in North America. All other activities are free. Visitors are encouraged to bring lawn chairs or blankets. While registered service animals are allowed on museum property, please leave pets at home. Coolers are permitted, but this is an alcohol-free event.

While the main fireworks viewing area is in front of the Bob Julian Roundhouse, the Town will host a few food trucks in the Park Plaza parking lot as well.

More: nctransportationmuseum.org/fireworks-over-historic-spencer-shops.

Share on Facebook: fb.me/e/4p6wH7pkc