



**Board of Aldermen
Pre-Agenda Meeting
Agenda Packet
December 5, 2024**



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

DATE
December 5, 2024

The Board of Aldermen meets on the second Tuesday of each month at 6:00 p.m., with a pre-agenda meeting the Thursday prior at 5:30 p.m. The primary purpose of the pre-agenda meeting is to review the agenda for the upcoming regular meeting, set the consent agenda, hold public hearings, and receive other presentations. Regular meetings focus on action items, departmental reports, and other business. Both meetings are open to the public and held in the Hilda B. Palmer Board Room in Town Hall located at 460 South Salisbury Avenue. A printed copy of the entire agenda packet is available in the H. B. Palmer Board Room for public use. Please find meeting agendas, minutes, and a link to view the meetings live or on-demand at spencernc.gov/town-government-and-services/aldermen-meeting-and-agenda.

1. CALL TO ORDER – Mayor Jonathan Williams

2. INVOCATION & PLEDGE OF ALLEGIANCE – Mayor Jonathan Williams

3. REVIEW OF DECEMBER 10, 2024, AGENDA

1. CALL TO ORDER – Mayor Jonathan Williams

2. INVOCATION

3. PLEDGE OF ALLEGIANCE – Mayor Jonathan Williams

4. ORGANIZATION AND PROCEDURE OF MAYOR AND BOARD OF ALDERMEN

a. Establishment of Time and Place for the Board's Regular Meetings in 2025

b. Consider Appointment/Reappointment of Representatives

5. ADDITIONS/DELETIONS AND ADOPTION OF AGENDA

6. RECOGNITIONS

a. Fire Chief Michael Lanning

1. Fire Department Staff for Western NC Service

2. Introduction of New Fire Engineer

7. 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.*

8. 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:** November 7, 2024, Pre-Agenda Meeting Minutes
November 12, 2024, Regular Meeting Minutes
- b. CONSIDER ADOPTING –** Resolution 24-18 Prohibiting Viewing of Pornography on Town Networks and Devices

9. ANNUAL AUDIT PRESENTATION – RH Senior Audit Manager TD Hill to Present Fiscal Year 2023-2024 Annual Audit

10. CONSIDER ADOPTING – Budget Ordinance Amendment 24-10.007 Police Insurance Allocation

11. DEPARTMENTAL REPORTS

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

12. TOWN MANAGER REPORT

13. REQUESTS & COMMENTS by the Mayor and Board Members

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

15. ADJOURN

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

5. ADJOURNMENT

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

Agenda Item Coversheet

Meeting Date: 12/10/2024

Agenda Item #: 4. a.

Agenda Item Title: Establishment of Time and Place for the Board of Aldermen's Meetings in 2025

Category: Organization and Procedure of Mayor and Board

Presenter(s): Anna K. Ward, Town Clerk

Explanation:

The Board of Aldermen currently holds its regular meeting at 6:00 p.m. on the second Tuesday of each month and its pre-agenda meeting at 5:30 p.m. on the Thursday preceding the regular meeting. Both meetings are held in the Hilda B. Palmer Board Room. Per North Carolina General Statutes (G.S.) § 160A-71(a), the governing board "shall fix the time and place for regular meetings." If they do not choose a time, then it "shall be held at least once a month at 10:00 A.M. on the first Monday of the month."

Recently, some Town residents have suggested that the Board change the pre-agenda meeting to a later time to better accommodate citizens who wish to attend.

Per G.S. § 143 Article 33C Meetings of Public Bodies (a.k.a. Open Meetings Law), any meeting, in-person or electronic, of at least a quorum of the members of a governing body constitutes an official meeting, except closed sessions and specific meetings at the state level. This article also specifies legal requirements for notification of meeting dates, times, and topics. Per G.S. § 143-318.12, the schedule shall be filed with the Town Clerk and posted to the Town website. It has also been requested by the current Board of Aldermen to include the schedule at the top of each Board of Aldermen meeting agenda.

Financial Impact:

N/A

Recommended Motion:

Motion to approve as presented.

Attachment(s): ☒ Yes ☐ No

1. Draft Board of Aldermen Meeting Schedule 2025

704-633-2231
townofspencer.com



Post Office Box 45
Spencer, NC 28159-0045

2025 Board of Aldermen Meeting Schedule

Spencer Town Hall and Police Department
Hilda B. Palmer Board Room
460 S. Salisbury Avenue
Spencer, NC 28159

Month	Pre-Agenda Meeting 5:30 p.m.	Regular Meeting 6:00 p.m.
January	9	14
February	6	11
March	6	11
April	3	8
May	8	13
June	5	10
July	3	8
August	7	12
September	4	9
October	9	14
November	13*	18*
December	4	9

*Meetings delayed due to municipal election and Veteran's Day.



Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 12/10/2024

Agenda Item #: 4. b.

Agenda Item Title: Consider Appointment and Reappointment of representatives to various regional boards/committees for 2025

Category: Organization and Procedure of Mayor and Board

Presenter(s): Anna K. Ward, Town Clerk

Explanation:

The Board of Aldermen makes appointments to the Cabarrus-Rowan Metropolitan Planning Organization (CRMPO) Transportation Advisory (TAC) and Coordinating Committees (TCC), and the Centralina Council of Government (COG) Board of Delegates (BOD). Current appointees are as follows:

CRMPO TAC - Alderman Steve Miller

Alderman Andrew Howe (alternate)

CRMPO TCC - Planning & Zoning Administrator Steve Blount

Public Works Director Joel Taylor (alternate)

COG BOD - Alderwoman Patricia Sledge

Alderman Andrew Howe

The Town of Spencer Board of Aldermen Liaisons for 2023-2024 remained the same as 2022-2023, with Alderwoman Erin Moody replacing Alderman Sam Morgan.

Board Members and Liaison Assignments

- Jonathan Williams (Mayor)
 - Primary: Community Partnerships
 - Alternate: Community Development
- Patti Seacrest (Mayor Pro Tempore)
 - Primary: Community Schools
 - Alternate: Community Non-Profits
- Steve Miller
 - Primary: Community Non-Profits

- Alternate: Community Businesses
- Andrew Howe
 - Primary: Community Businesses
 - Alternate: Community Housing
- Rashid Muhammad
 - Primary: Community Housing
 - Alternate: Community Partnerships
- Erin Moody
 - Primary: Community Parks, Recreation, Tourism
 - Alternate: Community Schools
- Pat Sledge:
 - Community Development
 - Community Parks, Recreation, Tourism

Financial Impact:

N/A

Recommended Motion:

Motion to reappoint all members and alternates.

Attachment(s): ☒ Yes ☐ No

1. Email from Cabarrus Rowan MPO Executive Director Phil Conrad and Cabarrus Rowan MPO Connie Cunningham
2. Email from Centralina Boards Administrator Narissa Claiborne
3. 2024 Centralina Delegates
4. Centralina 2025 Final Meeting Schedule
5. Centralina Delegate Role 2025
6. Town of Spencer Board of Aldermen Liaison Focus Areas (2023-2024)



Outlook

CRMPO Representatives and Alternates 2025

From ccunningham <ccunningham@mblsolution.com>

Date Mon 12/2/2024 13:58

To Peter Franzese <pfranzese@spencernc.gov>

Cc Anna Ward <AWard@spencernc.gov>

November 29, 2024

Mr. Peter Franzese, Town Manager

RE: 2025 Appointments to the Transportation Advisory Committee (TAC) and the Technical Coordinating Committee (TCC) of the Cabarrus-Rowan Urban Area Metropolitan Planning Organization (CRMPO)

Dear Peter,

As you know, each year the North Carolina Department of Transportation (NCDOT) requires the CRMPO to supply a list of current TAC and TCC representatives along with their alternates. At present, Alderman Steve Miller is the appointed member and Alderman Andrew Howe serves as the alternate to represent the Town of Spencer on the TAC. Currently Mr. Steve Blount is serving as the TCC representative and Mr. Joel Taylor is serving as the alternate. Please notify the CRMPO as to who will serve in 2025 as your designated appointees to the TAC (elected officials only), as well as the TCC (staff) appointee and alternate. The TAC and TCC appointees must be available to attend regular monthly meetings and to also participate on regional transportation planning committees. Attendance at the meetings is critical to the success of our planning efforts and to bring information back to their respective communities. A schedule of the meetings will be sent to your designated representative as soon as their information is made available to us.

As the current TAC members are aware, there is a requirement to serve as a member or alternate of the TAC. TAC members are subject to provisions of the NC State Government Ethics Act, Chapter 138A of the NC General Statutes. There are two specific requirements: 1) State of Economic Interest (SEI) application, and 2) Real Estate Disclosure Form. Current MPO TAC members and their alternate must electronically file their SEI and Real Estate Disclosure Form annually by April 15th. This information can be found at <https://ethics.nc.gov/seis/electronic-filing>. Go to Statement of Economic Interest and click on MPO/RPO filer. **Please alert any new TAC representatives/alternates of this requirement when making your selections. New TAC representatives/alternates are required to file before January 15, 2025.**

Please provide current contact information for your selected individuals to include mailing address, telephone number, fax number and e-mail address to Connie Cunningham at the CRMPO office by January 8, 2025. You may email your information to ccunningham@mblsolution.com.

Thank you for your attention to this matter.

Sincerely,

Phil Conrad, Cabarrus Rowan MPO Executive Director

Connie Cunningham

Cabarrus Rowan MPO

Concord, NC 28025

****This email including any attachments is confidential and may be privileged by law. Statements and opinions expressed in this message are the property of RL Conrad and Associates. If you are not the intended recipient, please notify the sender immediately and remove this message from your inbox.**



Outlook

It's time to select a Centralina 2025 Delegate Appointment!

From Narissa Claiborne <nclaiborne@centralina.org>**Date** Thu 11/21/2024 11:06**To** Narissa Claiborne <nclaiborne@centralina.org> 3 attachments (508 KB)

2024 Centralina Delegates.pdf; 0 - Centralina 2025 Final meeting schedule.pdf; Centralina Delegate Role 2025.pdf;

Good morning,

As members of the Centralina Regional Council, each local government is asked to appoint an elected official to serve a one-year term (one calendar year) on our Board of Delegates and to designate an alternate.

As your town begins the appointment process for 2025, I have attached the following materials to assist in selecting the right delegate:

- **2024 List of Centralina Delegates (Outgoing)**
- **Centralina Delegate Role Description**
- **2025 Centralina Board Meeting Schedule**
 - *Note Delegates will only need to attend the four Board of Delegates meetings.*

Many thanks to you and your local government for the time, dedication and engagement you all put in to create a thriving region. Your efforts are invaluable.

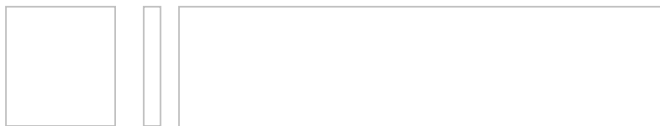
Happy Holidays!

Narissa

Narissa Claiborne*Boards Administrator*

704-348-2701 | nclaiborne@centralina.org

10735 David Taylor Drive, Suite 250 | Charlotte, NC 28262

www.centralina.org

CONNECT WITH US:

Pursuant to North Carolina General Statutes Chapter 132, Public Records, this electronic mail message and any attachments hereto, as well as any electronic mail message(s) that may be sent in response to it may be considered public record and as such are subject to request and review by anyone at any time.

2024 CENTRALINA DELEGATES

1. **Anson County**, *Commissioner Jarvis Woodburn*
2. **Cabarrus County**, *Commissioner Lynn Shue*
3. **Gaston County**, *Commissioner Bob Hovis*
4. **Iredell County**, *Commissioner Gene Houpe*
5. **Lincoln County**, *Commissioner Jamie Lineberger*
6. **Mecklenburg County**, *Commissioner Elaine Powell*
7. **Stanly County**, *Commissioner Patty Crump*
8. **Union County**, *Commissioner Brian Helms*
9. **Albemarle**, *Mayor Pro Tem Martha Sue Hall*
10. **Ansonville**, *Council Member Mark Beloin*,
11. **Badin**, *Council Member Charles Council*
12. **Belmont**, *Council Member Charlie Hill*
13. **Bessemer City**, *Council Member Brent Guffey*
14. **Charlotte**, *Council Member Ed Driggs*
15. **Cherryville**, *Mayor Jill Puett*
16. **Cleveland**, *Mayor Patrick Phifer*
17. **China Grove**, *Mayor Rodney Phillips*
18. **Concord**, *Council Member Andy Langford*
19. **Cornelius**, *Commissioner Susan Johnson*
20. **Cramerton**, *Mayor Nelson Willis*
21. **Dallas**, *Mayor Hayley Beaty*
22. **Davidson**, *Commissioner Autumn Michael*
23. **East Spencer**, *Alderman Shawn Rush*
24. **Faith**, *Alderwoman Jane Lingle*
25. **Gastonia**, *Council Member Jennifer Stepp*
26. **Granite Quarry**, *Alderwoman Laurie Mack*
27. **Harrisburg**, *Mayor Jennifer Teague*
28. **Huntersville**, *Commissioner Alisia Bergsman*
29. **Indian Trail**, *Council Member Crystal Buchaluk*
30. **Kannapolis**, *Mayor Darrell Hinnant*
31. **Kings Mountain**, *No appointment made to date*
32. **Landis**, *Alderman Ryan Nelms*
33. **Lilesville**, *No appointment made to date*
34. **Lincolnton**, *Council Member Kevin Demeny*
35. **Locust**, *Council Member Rusty Efird*
36. **Love Valley**, *Commissioner Mark Loden*
37. **Lowell**, *Mayor Larry Simonds*
38. **Marshville**, *Mayor Pro Tem Ernestine Staton*
39. **Marvin**, *Council Member Wayne Deatherage*
40. **Matthews**, *Commissioner Ken McCool*
41. **McAdenville**, *Council Member Jay McCosh*
42. **Midland**, *No appointment to date*
43. **Mineral Springs**, *Council Member Jim Muller*
44. **Mint Hill**, *Commissioner Tony Long*
45. **Misenheimer**, *Council Member Jamie Hammill*
46. **Monroe**, *Council Member Surluta Anthony*
47. **Mooreville**, *Commissioner Eddie Karriker*
48. **Morven**, *Council Member Corinthia Lewis-Lemon*
49. **Mount Holly**, *Mayor Pro Tem Lauren Shoemaker*
50. **Norwood**, *Commissioner Wes Hartsell*
51. **Oakboro**, *Commissioner Lanny Hathcock*
52. **Peachland**, *Mary Ruth Burns*
53. **Pineville**, *Council Member Amelia Stinson-Wesley*
54. **Ranlo**, *No appointment to date*
55. **Richfield**, *No appointment made to date*
56. **Rockwell**, *Bill Earnhardt*
57. **Salisbury**, *Mayor Karen Alexander*
58. **Spencer**, *Alderwoman Pat Sledge*
59. **Stallings**, *Council Member David Scholl*
60. **Stanfield**, *No appointment to date*
61. **Stanley**, *No appointment made to date*
62. **Statesville**, *Council Member Amy Lawton*
63. **Troutman**, *Council Member Felina Harris*
64. **Wadesboro**, *No appointment to date*
65. **Waxhaw**, *Commissioner Susanna Wedra*
66. **Wingate**, *Commissioner, No appointment to date*

Centralina 2025 BOARD MEETING SCHEDULE

Executive Board Meeting Dates

These meetings will be held in person, with a virtual option, at 5:00 p.m.

Wednesday, January 8, 2025

Wednesday, March 12, 2025

Wednesday, April 9, 2025

Wednesday, June 11, 2025

Wednesday, September 10, 2025

Wednesday, November 12, 2025

Board of Delegates Meeting Dates

These meetings will be held in person at 5:00 p.m. unless otherwise noted below.

Date	Tentative Agenda Topics
Wednesday, February 12, 2025	Annual Meeting; Budget Hearing; Delegate Orientation
Wednesday, May 8, 2025	Regional Priority Setting - Shaping our FY25-26 workplan.
Wednesday, August 13, 2025	August Advocacy Focus: State & Federal Connections
Wednesday, October 8, 2025	Annual Dinner & Region of Excellence Awards Ceremony



704-372-2416 | info@centralina.org | www.centralina.org
 10735 David Taylor Drive, Suite 250 | Charlotte, NC 28262

Centralina Board of Delegates

Board of Delegates Key Facts & Responsibilities

- **Who?** Each member government appoints an elected official to serve on the Board of Delegates and another elected official to serve as an Alternate to attend meetings in the Delegate's absence.
- **Why?** The Board of Delegates is the governing and decision-making body for Centralina. The Board approves the organization's policies, budget, and goals.
- **When?** The Board of Delegates meets four times per year in February, May, August, and October.
- **Leadership:** The Board of Delegates elects officers from the Board's membership to serve as Chair, Vice Chair, Secretary, and Treasurer. The Board of Delegates also appoints members to serve on the Executive Board. These appointments are made at the February meeting.
- **Subcommittees:** The current subcommittees of the Board are the Finance Committee and the Strategic Plan Subcommittee.

Delegate Roles and Expectations

When selecting a Delegate and Alternate, member governments are encouraged to consider the following roles and expectations. Please also identify potential scheduling conflicts that may prevent elected officials from regularly attending Board of Delegates meetings.

- **Decision Maker:** Approve an annual budget, member dues assessment, Bylaws amendments, federal action agenda and state engagement plan;
- **Advisor:** Identify opportunities for the region to work together more effectively, efficiently, and affordably;
- **Connector:** Serve as the communication link to the member government on Centralina issues and services;
- **Champion:** Communicate the value of Centralina and regional cooperation; and
- **Representative:** Serve on Standing or Ad Hoc committees, or if appointed, on the Executive Board to provide additional guidance and direction for Centralina activities.

2025 Centralina Board of Delegates Meeting Schedule

What to Expect? Meetings are held to accomplish the organization's key business, including decision-making and discussing issues of regional importance. The Board of Delegates is often asked to provide input on critical business items, making it essential that each member government is represented at these meetings. Without a quorum, the Board cannot take official actions.

Meetings will be held at 5:00 p.m. on the following dates.

- Wednesday, February 12, 2025 -Annual Meeting
- Wednesday, May 8, 2025 -Centralina Open House
- Wednesday, August 13, 2025 August Advocacy:
- Wednesday, October 8, 2025 - Annual Dinner& Region of Excellence Awards Ceremony

Expense Reimbursement

Centralina reimburses Delegates, or in their absence, an Alternate, for travel expenses for attending regular and special meetings of the Board of Delegates, the Executive Board, or their committees. The amount of the reimbursement is based on the roundtrip mileage from the Delegate's government center to the meeting location. The reimbursement is calculated using the standard mileage rate published by the Internal Revenue Service. Alternatively, Delegates can donate their mileage reimbursement to the Centralina Foundation, which is an affiliated 501(c)(3) non-profit organization which supports activities and initiatives of regional collaboration.



Town of Spencer Board of Aldermen Liaison Focus Areas (2023-2024)

Board Members and Liaison Assignments

- Jonathan Williams (Mayor)
 - Primary: Community Partnerships
 - Alternate: Community Development
- Patti Seacrest (Mayor Pro-Tem)
 - Primary: Community Schools
 - Alternate: Community Non-Profits
- Steve Miller
 - Primary: Community Non-Profits
 - Alternate: Community Businesses
- Andrew Howe
 - Primary: Community Businesses
 - Alternate: Community Housing
- Rashid Muhammad
 - Primary: Community Housing
 - Alternate: Community Partnerships
- Erin Moody:
 - Primary: Community Parks, Recreation, Tourism
 - Alternate: Community Schools
- Pat Sledge:
 - Community Development
 - Community Parks, Recreation, Tourism

Focus Areas

- **Community Schools** (Board Liaison: Patti Seacrest; Board Alternate: Erin Moody)
 - North Rowan High School (Mike White)
 - North Rowan Middle School (Jonathan Clark)
 - North Rowan Elementary School (Rebecca Rolfsmeyer)
 - Rowan-Salisbury School System (TBD) & School Board (Kevin Jones)
- **Community Non-Profits** (Board Liaison: Steve Miller; Board Alternate: Patti Seacrest)
 - NC Transportation Museum (Kelly Alexander)



- NC Doll and Toy Museum (Beth Nance)
 - Meals on Wheels (Cindy Fink)
 - Civic Organizations (Jaycees, Women's Club, Masonic Lodge, Moose Lodge, etc.)
 - Friends of Rowan
 - Friends of Eighth Street Ballpark
 - Spencer Partnership
 - Spencer Religious Organizations
- **Community Housing** (Board Liaison: Rashid Muhammad; Board Alternate: Andrew Howe)
 - Town of Spencer Historic Preservation Committee (Leslie Talbot)
 - Salisbury Community Development Corporation (CDC) (Chanaka Yatawara)
 - Salisbury Rowan REALTORS (Carla Rose/Kellie Fischer)
 - Contractor/developer community (Patrick Morrison, Rob Nance; Roseman Brothers, Ed Hull, etc.)
 - Spencer CDBG Housing Committee (Kyle Harris)
- **Community Businesses** (Board Liaison: Andrew Howe; Board Alternate: Steve Miller)
 - Downtown Small Businesses
 - Highway 29 Small Businesses
 - Large Industries (including ETJ area)
 - Innospec (Vic Jameson)
 - Chewy (Mazin Merghani; Joanna Hass)
 - Swing Transport
 - PCA
- **Community Events, Recreation and Tourism** (Board Liaison: Erin Moody; Board Alternate: Pat Sledge)
 - Tis the Season Spectacular Parade Committee (Hen Henderlite & Shari Graham)
 - Winterfest Committee (Sherry Mason Brown, Kim Lentz)
 - Carolina Thread Trail Steering Committee (Yadkin River Bridge) (Ronnie Smith, Nick Bishop)
 - 8th Street Ballpark/Spencer Little League (Wes Thompson, Rusty Miller)
 - Rowan County YMCA (Richard Reinholz)
 - Rowan County Tourism Authority (James Meacham)



- **Community Development** (Board Liaison: Pat Sledge; Board Alternate: Jonathan Williams)
 - Town of Spencer Planning and Zoning Board of Adjustment (Jimm Mosher)
 - Rowan Economic Development Corporation (EDC) (Scott Shelton)
 - Rowan Chamber of Commerce (Elaine Spalding)
 - Development community (Wallace, Waggoner, Fisher, etc.)
- **Community Partnerships** (Board Liaison: Jonathan Williams; Board Alternate: Rashid Muhammad)
 - Rowan County Board of Commissioners (Greg Edds)
 - City of Salisbury (Karen Alexander)
 - Salisbury-Rowan Utilities (Jim Behmer)
 - Town of East Spencer (Barbara Mallet)
 - NC House and Senate Representatives (Harry Warren (District 76, House); Carl Ford (District 33, Senate))
 - US House and Senate Representatives (Tedd Budd (District 13, House), Richard Hudson (District 8, House); Richard Burr & Thom Tillis (Senate))
 - Rowan-Cabarrus Community College (Carol Spalding)
 - Davidson County Parks and Recreation (Yadkin River Park)

Role and Expectations of Board Liaisons

Board Liaisons will serve as a vital link between the Spencer Board of Aldermen and the community members of the Town of Spencer and area organizations that have a direct impact on the future success of our town. The role of these liaisons is to build positive relationships with the organizations listed under each community focus area to enhance communication between these organizations and the Board of Aldermen.

By serving as a Liaison, you are a direct link to these organizations and will serve to bring needs, ideas, and concerns from these organizations before the Board for information and consideration for action when necessary. As a Liaison to your focus area, you are expected to be an active participant in meetings of these organizations, when possible, communicate frequently with them, and represent the best interests of the Town of Spencer and its citizens. Board Liaisons are also expected to communicate and work closely with the assigned Community Liaison from the public.

Each focus area will have an appointed Board alternate representative that should also participate, when possible, and be responsible for attending meetings in the event the primary



liaison is unavailable. In this case, the alternate member will report back to the primary Liaison to share pertinent information.

Role and Expectations of Community Liaisons

Community Liaisons will serve as a vital link between the Town of Spencer community and the Spencer Board of Aldermen, as well as area organizations that have a direct impact on the future success of our town. The role of these community members is to work alongside the Board of Aldermen to help build positive relationships with the organizations listed under each community focus area to enhance communication between the community and the Board of Aldermen.

By serving as a liaison, you are a direct representative of the community within your assigned focus area and the organizations which fall under this focus area. You serve to bring needs, ideas, and concerns from these organizations and the community before the Board for information and consideration for action when necessary. As a Community Liaison to your focus area, you are expected to be an active participant in meetings of these organizations and with your Board Liaison(s), when possible, to communicate frequently with them, and represent the best interests of the Town of Spencer and its citizens.

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

Agenda Item Coversheet

Meeting Date: 12/10/2024

Agenda Item #: 8. a.

Agenda Item Title: Approval of November 2024 Minutes

Category: Consent Agenda

Presenter(s): Anna Ward, Town Clerk

Explanation:

Town Clerk Anna K. Ward has drafted minutes for the Board of Aldermen Pre-Agenda Meeting held on November 7, 2024, and the Regular Meeting held on November 12, 2024. Alderwoman Patricia Sledge has proofread the drafted minutes and Town Clerk Ward has made the suggested grammatical and spelling corrections.

Financial Impact:

None.

Recommended Motion:

Approve the minutes from the Pre-Agenda Meeting held on November 7, 2024, and the Regular Meeting held on November 12, 2024, on the Consent Agenda.

Attachment(s): ☒ Yes ☐ No

1. November 7, 2024, Pre-Agenda Meeting Minutes (draft)
2. November 12, 2024, Regular Meeting Minutes (draft)

MINUTES

Spencer Board of Aldermen

Pre-Agenda Meeting

November 7, 2024

The Town of Spencer Board of Aldermen met in regular session to conduct a pre-agenda meeting in the Hilda B. Palmer Board Room at the Spencer Town Hall on Thursday, November 7, 2024, at 5:30 p.m.

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

Alderwoman Erin Moody was absent.

Also present were: Town Clerk Anna Kanode Ward, Finance Officer Heather Kann, Public Works Director Joel Taylor, Fire Chief Michael Lanning, Police Chief Michael File, and Planning & Zoning Administrator Steve Blount.

Town Manager Peter Franzese and Special Projects Planner Joe Morris attended via Zoom.

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

REVIEW OF OCTOBER 8, 2024, AGENDA

INVOCATION

Alderwoman Sledge volunteered to give the invocation at the November 12, 2024, regular meeting.

ADDITIONS/DELETIONS

It was the consensus of the Board to add Resolution 24-17 exempting the Carter House Adaptive Reuse Design Program from N.C.G.S. 143-64.31 to the Consent Agenda as item c, an update on various infrastructure projects as item eight (8), and an ordinance accepting the 2024 Connecting Communities to State Trails Grant from the North Carolina Department of Natural & Cultural Resources of \$100,000 and authorizing the Town Manager to execute an agreement once it has been approved to form by the Town Attorney as item 13.

CONSENT AGENDA

It was the consensus of the Board to move the following items to the consent agenda:

- a. **APPROVAL OF MINUTES:** October 3, 2024, Pre-Agenda Meeting Minutes
 October 8, 2024, Regular Meeting Minutes
- b. **CONSIDER ADOPTING –** Budget Ordinance 24-10.005 Amending the Town of Spencer, North Carolina Grant Project Ordinance for the American Rescue Plan of 2021

c. CONSIDER ADOPTING – Resolution 24-17 Exempting the Carter House Adaptive Reuse Design Program from N.C.G.S. 143-64.31

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

EXECUTIVE SESSION

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

ADJOURN

Alderman Muhammad moved to adjourn the meeting. Mayor Pro Tempore Secreast seconded the motion, which carried by a vote of 5 – 0. The meeting stood adjourned at 5:59 p.m.

Approved by:

Attest:

Jonathan Williams, Mayor

Anna Kanode Ward, Town Clerk

MINUTES
Spencer Board of Aldermen
Pre-Agenda Meeting
November 12, 2024

The Town of Spencer Board of Aldermen met in regular session to conduct a pre-agenda meeting in the Hilda B. Palmer Board Room at the Spencer Town Hall on Tuesday, November 12, 2024, at 6:00 p.m.

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

Alderwoman Erin Moody was absent.

Also present were: Town Manager Peter Franzese, Town Attorney Jay Dees, Town Clerk Anna Kanode Ward, Finance Officer Heather Kann, Public Works Director Joel Taylor, Deputy Fire Chief Doug Lewis, Police Chief Michael File, Special Projects Planner Joe Morris, Planner Kyle Harris, and Planning & Zoning Administrator Steve Blount.

MPA Intern Skye Allan attended via Zoom.

Mayor Williams called the meeting to order.

Alderwoman Sledge gave the invocation.

Mayor Williams led the Pledge of Allegiance.

ADDITIONS/DELETIONS AND ADOPTION OF AGENDA

Action

Mayor Pro Tempore Secreast moved to adopt the agenda as presented. Alderman Howe seconded the motion, which carried by a vote of 5 – 0.

RECOGNITIONS

Mayor Pro Tempore Secreast recognized Leonard Peacock, Former North Rowan High School (NRHS) Coach and Teacher, and Jesse Wiand, NRHS Student of the 1st Quarter.

Mayor Williams recognized the meeting with concerned citizens he attended with Alderman Muhammad, Alderman Miller, Public Works Director Taylor, and Town Manager Franzese, stating that further updates would be provided during the Town Manager Report.

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

Aldерwoman Sledge moved to approve the consent agenda as presented. Mayor Pro Tempore Seceast seconded the motion, which carried by a vote of 5 – 0. Items b and c are incorporated in the body of the minutes below.

- a. **APPROVAL OF MINUTES:** October 3, 2024, Pre-Agenda Meeting Minutes
October 8, 2024, Regular Meeting Minutes
- b. **CONSIDER ADOPTING** – Budget Ordinance 24-10.005 Amending the Town of Spencer, North Carolina Grant Project Ordinance for the American Rescue Plan of 2021
- c. **CONSIDER ADOPTING** – Resolution 24-17 Exempting the Carter House Adaptive Reuse Design Program from N.C.G.S. 143-64.31

AN ORDINANCE AMENDING
THE TOWN OF SPENCER, NORTH CAROLINA
GRANT PROJECT ORDINANCE FOR
AMERICAN RESCUE PLAN OF 2021:
CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS
BUDGET ORDINANCE 24-10.005
NOVEMBER 12, 2024

BE IT ORDAINED by the town board of the Town of Spencer, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is approved and replaces existing Ordinance 23-16 effective July 1, 2024:

Section 1: This ordinance is to establish a budget for a project to be funded by the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (ARP/CSLFRF). The Town of Spencer (Town) has received the first and second tranche in the amount of \$1,037,997 of CSLFRF funds. These funds may be used for the following categories of expenditures, to the extent authorized by state law.

1. Support public health expenditures, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
2. Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
3. Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
4. Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
5. Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

Section 2: The Town has elected to take the standard allowance, as authorized by 31 CFR Part 35.6(d)(1) and expend all its ARP/CSLFRF funds for the provision of government services.

Section 3: The following amounts are appropriate for the project and authorized for expenditure:

Internal Project Code	Project Description	Expenditure Category (EC)	Cost Object	Appropriation of ARP/CSLFRF Funds
001	Law enforcement services for period of July 25, 2022, through December 31, 2025	6.1	Salaries	\$637,997
002	Fire services for period of July 25, 2022, through December 31, 2025	6.1	Salaries	\$150,000
003	General administration services for period of July 25, 2022, through December 31, 2025	6.1	Salaries	\$250,000
TOTAL				\$1,037,997

Section 4: The following revenues are anticipated to be available to complete the project:

ARP/CSLFRF Funds: \$ -
TRANSFER TO GENERAL FUND: \$1,037,997
Total: \$1,037,997

Section 5: The Finance Officer is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency and the grant agreements, including payroll documentation and effort certifications, in accordance with 2 CFR 200.430 & 2 CFR 200.431 and the Town's Uniform Guidance Allowable Costs and Cost Principles Policy.

Section 6: The Finance Officer is hereby directed to report the financial status of the project to the governing board on a quarterly basis.

Section 7: Copies of this grant project ordinance shall be furnished to the Finance Officer and to the Clerk to Town Council.

Section 8: This grant project ordinance expires on December 31, 2026, or when all the ARP/CSLFRF funds have been obligated and expended by the Town, whichever occurs sooner.

Section 9. 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.

RESOLUTION 24-17
EXEMPTING CARTER HOUSE ADAPTIVE REUSE DESIGN PROJECT
FROM N.C.G.S. 143-64.31

WHEREAS, N.C.G.S. 143-64.31 requires the initial solicitation and evaluation of firms to perform architectural, engineering, surveying, construction management-at-risk services, and design-build services (collectively "design services") to be based on qualifications and without regard to fee;

WHEREAS, the Town proposes to enter into one or more contracts for design services for work on the Carter House Adaptive Reuse Design Project; and

WHEREAS, N.C.G.S. 143-64.32 authorizes units of local government to exempt contracts for design services from the qualifications-based selection requirements of N.C.G.S. 143-64.31 if the estimated fee is less than \$50,000; and

WHEREAS, the estimated fee for design services for the above-described project is less than \$50,000.

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

Section 1. The above-described project is hereby made exempt from the provisions of G.S. 143-64.31.

Section 2. This resolution shall be effective upon adoption.

RECEIVE UPDATE – Various Infrastructure Projects

Town Manager Franzese and Public Works Director Taylor provided an update and answered questions from the Mayor and Board regarding the following infrastructure projects:

- 2nd Street Stormwater Project
- 17th Street CCAP
- 17th Street Stormwater Project
- Stormwater Inventory
- Street Repaving/Maintenance Options
- Sidewalk Repair Options
- Funding in Lieu of from Contractors
- Quarterly Community Walks
- Grant Money and Funds from Private Benefactors

CONSIDER AUTHORIZING – Town Manager to Execute a Second Amendment with the Spencer Partnership (Winterfest) Special Event Agreement

Town Manager Franzese provided information and answered questions from the Mayor and Board regarding the Second Amendment with the Spencer Partnership (Winterfest) Special Event Agreement. A Special Event Agreement was first executed in 2022 to outline the responsibilities of the Town and the Spencer Partnership nonprofit related to the annual Winterfest Event. This agreement was updated in 2023, including an automatic renewal, among other provisions. A temporary multi-party amendment was recently executed to establish access for the relocated 2024 event. After changes in how our local holiday parade has been organized and planned, a new Spencer community group has been established to continue the tradition of a parade in Spencer on the day before Thanksgiving. The group is called Spencer's Holiday Caravan Parade, and they have been added to the Spencer Partnership. The Parade committee is coordinating with Town staff to plan the event and has asked the Town for in-kind support, including insurance coverage.

In addition to using Town streets, staff, and services, the Town supports the event through consideration of an event sponsorship in the available budget. The Town also provides general liability insurance coverage for the event, subject to policy limitations and with insurance coverage required for various vendors.

Action

Alderman Muhammad moved to authorize the Town Manager to execute a Second Amendment with the Spencer Partnership (Winterfest) Special Event Agreement, which is included as Attachment A to these minutes. Alderwoman Sledge seconded the motion, which carried by a vote of 5 – 0.

CONSIDER ESTABLISHING – Consensus on Advocacy Project Submissions to the Rowan Municipal Association

Town Manager Franzese provided information and answered questions from the Mayor and Board regarding the advocacy project submissions to the Rowan Municipal Association (RMA). Each Rowan municipality has been asked to reach consensus on a two-part advocacy project submission that could be turned in by

December 1, reviewed by all Mayors in early January, and presented/agreed upon at the January 16 RMA meeting. Several projects have been suggested by staff, and the Mayor and Board can determine whether to approve these as recommended or with changes.

The goal is to secure legislative appropriations and other forms of support from our delegation to the NC General Assembly. If successful, there could be a significant and positive financial impact to Spencer and other communities.

The Mayor and Board of Aldermen discussed the need to add the following items for consideration by the RMA: transportation funding, stormwater infrastructure, other significant infrastructure upgrades, support for operational expenditures, business innovation center project, overnight accommodations, and public parking.

Action

Aldерwoman Sledge moved to establish consensus on advocacy project submissions to the Rowan Municipal Association. Mayor Pro Tempore Secreast seconded the motion, which carried by a vote of 5 – 0.

CONSIDER ADOPTING – Ordinance 24-23 Temporary Road Closure on Wednesday, November 27, 2024, to Ensure Public Safety During Spencer’s Holiday Caravan Parade

Planner Harris provided information and answered questions from the Mayor and Board regarding Ordinance 24-23 for a temporary road closure on Wednesday, November 27, 2024, to ensure public safety during the Spencer’s Holiday Caravan Parade. To ensure the safety of participants, Town staff are recommending temporary closures of the following NCDOT street segments:

- US 29 HWY from 11th St. to Jefferson St.
- Jefferson St. from US 29 HWY to N. Whitehead Ave.
- N. Whitehead Ave. from Forestdale Dr. to 2nd St.
- Oakwood Dr. from N. Whitehead Ave. to Pinecroft Ln.

US 29 HWY will be closed from approximately 5:00 p.m. to 9:00 p.m. Additionally, Jefferson Street, N. Whitehead Avenue, and Oakwood Drive will be closed from approximately 3:30 p.m. to 7:30 p.m.

This ordinance is evidence that the Town accepts full responsibility for safety, traffic flow, traffic control, appropriate signage, and ensuring that all debris, litter, decorations, and other items associated with the event are removed following the event.

Action

Alderman Muhammad moved to adopt Ordinance 24-23 for a temporary road closure on Wednesday, November 27, 2024, to ensure public safety during Spencer’s Holiday Caravan Parade, which is incorporated in the body of the minutes below. Mayor Pro Tempore Secreast seconded the motion, which carried by a vote of 5 – 0.

AN ORDINANCE APPROVING TEMPORARY ROAD CLOSURES ON US HWY 29, JEFFERSON STREET, N. WHITEHEAD AVENUE, AND OAKWOOD DRIVE, FOR THE PURPOSE OF FACILITATING A HOLIDAY PARADE PROCESSION

ORDINANCE 24-23

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

WHEREAS, the Town of Spencer is co-sponsoring a holiday parade procession on Wednesday, November 27, 2024, which will involve a parade procession along the US HWY 29 corridor from Jefferson Street to 11th Street; and

WHEREAS, to ensure public safety, the Town has deemed it necessary to temporarily close US HWY 29 from Jefferson Street to 11th Street on the date of the event, the closure beginning at 5:00 P.M. and ending at approximately 9:00 P.M., or until the highway is cleared of all procession participants; and

WHEREAS, to ensure public safety, the Town has also deemed it necessary to temporarily close or otherwise restrict regular traffic on the following NCDOT State-Maintained Roads from 3:30 P.M. to 7:30 P.M., or until the roads are cleared of all procession participants: Jefferson Street from US HWY 29 to N. Whitehead Avenue; N. Whitehead Avenue from Forestdale Drive to 2nd Street; and Oakwood Drive from N. Whitehead Avenue to Pinecroft Lane; and

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

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

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

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

CONSIDER ADOPTING – Resolution 24-16 Supporting the Town's Participation in the University of North Carolina's "Our State, Our Homes" Program

Planner Harris provided information and answered questions from the Mayor and Board regarding Resolution 24-16 supporting the Town's participation in the University of North Carolina's "Our State, Our Homes" program. UNC has launched a program called "Our States, Our Homes", which aims to bring together community leaders to better understand affordable housing issues and to design and implement strategies to improve access to and availability of affordable housing. Selected applicants will receive financial and technical assistance to build local cross-sector collaboratives that will develop and implement strategies to (1) leverage existing assets and activities, (2) increase the availability, quality, and alignment of community resources for affordable housing, and (3) address barriers to meeting community housing needs, especially for vulnerable populations.

The program is a competitive program seeking applicants from entities including local governments and nonprofits across the state. Kyle Harris is building a local group that will consist of multiple organizations that will submit a joint application. The City of Salisbury and the Salisbury Community Development have already agreed to participate. Staff requests and encourages the participation of the Town of Spencer. If selected to participate, the Town will need to meet certain minimum expectations of the program, which includes sending the Town Manager and/or his designee to attend five (5) in-person forums at Chapel Hill (across 2025 and early 2026) and convening local stakeholders to work toward program goals related to housing. Kyle Harris will serve as Project Manager.

The Town of Spencer will not directly receive any funding. However, the program will provide a \$5,000 stipend for the Project Manager, \$5,000 for implementing a pilot project, and up to \$7,000 for reimbursement of any travel expenses, including overnight hotel accommodation in Chapel Hill for members of the core team.

Action

Alderman Miller moved to adopt Resolution 24-16 supporting the Town's participation in the University of North Carolina's "Our State, Our Homes" program, which is incorporated in the body of the minutes below. Alderman Muhammad seconded the motion, which carried by a vote of 5 – 0.

A RESOLUTION SUPPORTING THE TOWN OF SPENCER'S PARTICIPATION IN THE UNIVERSITY OF NORTH CAROLINA'S "OUR STATE, OUR HOMES" PROGRAM

RESOLUTION 24-16

WHEREAS, the University of North Carolina at Chapel Hill has launched the Carolina Across 100 initiative to create meaningful partnerships with communities in all of North Carolina's 100 counties. The program aims to build and support cross-sector collaborations to respond effectively to our State's current challenges and opportunities; and

WHEREAS, the Carolina Across 100 initiative includes a special focus on housing issues. The UNC School of Government's Development Finance Initiative is leading a program called "Our State, Our Homes" which aims to bring together community leaders to better understand the context and challenge of affordable housing and related issues and to design and implement strategies to improve access to – and availability of – affordable housing; and

WHEREAS, "Our State, Our Homes" is a competitive program seeking applicants across the state, including local governments, nonprofit organizations, developers, financial institutions, and other groups; and

WHEREAS, selected applicants will receive financial and technical assistance to build local cross-sector collaboratives that will develop and implement strategies to (1) leverage existing assets and activities, (2) increase the availability, quality, and alignment of community resources for affordable housing, and (3) address barriers to meeting community housing needs, especially for more vulnerable subpopulations; and

WHEREAS, the City of Salisbury and the Salisbury Community Development Corporation have expressed their intent to apply to the program, and are seeking local partners who share a common desire to better understand and tackle local housing issues; and

WHEREAS, the Town of Spencer has a longstanding commitment to affordable housing. Spencer's annual strategic plans have consistently identified affordable housing as a key priority, and Spencer's Comprehensive Land Use Plan recognizes the importance of maintaining affordable housing choices for residents; and

WHEREAS, the Town of Spencer is currently administering a Community Development Block Grant – Neighborhood Revitalization (CDBG-NR) grant from the North Carolina Department of Commerce to support owner-occupied housing rehabilitation projects across Spencer for low-income households. This program supports the Town's affordable housing goals by maintaining the supply of decent, safe, sanitary and affordable housing within our community; and

WHEREAS, the Town of Spencer seeks to further increase the availability and quality of affordable housing and to better align our community's resources for affordable housing; and

WHEREAS, the Town of Spencer has prior experience with cross-sector collaboratives and stakeholder engagement focused on housing issues. For example, the Town of Spencer has previously partnered with the Salisbury Community Development Corporation to develop and implement a Fair Housing Plan to reduce barriers to affordable housing to vulnerable populations in Spencer, and has worked with local real estate professionals to host homeownership education workshops for the community, which included resources for down payment assistance; and

WHEREAS, the Town of Spencer has an active Planning & Zoning Department which routinely strives to align local development regulations with the Town's long-range planning goals, including those related to affordable housing, and is willing to engage in open and constructive dialogue with project partners and stakeholders to address housing challenges.

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

Section 1. The Town of Spencer supports the application and agrees to participate as a core partner.

Section 2. The Town Manager and/or his designee will participate meaningfully in the program.

Section 3. The Town of Spencer has the capacity to meet the minimum expectations of the program, including participating at the five (5) in-person forums at Chapel Hill and convening a local stakeholder group to work toward program goals.

Section 4. The Town of Spencer has a modest amount of CDBG-NR admin funding available that can be used for eligible capacity-building expenses which may support participation in the program.

CONSIDER ADOPTING – Budget Ordinance 24-10.006 Accepting the \$100,000 Grant from the North Carolina Department of Natural & Cultural Resources for the Grants Creek Blueway Trailhead and Authorizing the Town Manager to Execute a Grant Agreement Provided it has Been Approved as to Form by the Town Attorney

Special Projects Planner Morris provided information and answered questions from the Mayor and Board regarding Budget Ordinance 24-10.006 accepting the \$100,000 grant from the North Carolina Department of Natural & Cultural Resources for the Grants Creek Blueway Trailhead and authorizing the Town Manager to execute a grant agreement provided it has been approved as to form by the Town Attorney. These funds are derived from the Connecting Communities to State Trails Grant Program.

Action

Alderman Miller moved to adopt Budget Ordinance 24-10.006 accepting the \$100,000 grant from the North Carolina Department of Natural & Cultural Resources for the Grants Creek Blueway Trailhead and authorizing the Town Manager to execute a grant agreement provided it has been approved as to form by the Town Attorney, which is incorporated in the body of the minutes below. Alderman Howe seconded the motion, which carried by a vote of 5 – 0.

AN ORDINANCE AMENDING
THE TOWN OF SPENCER, NORTH CAROLINA
FY 24-25 ANNUAL BUDGET
ORDINANCE 24-10.006
NOVEMBER 12, 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, 2024, and ending on June 30, 2025:

Section 1. The Town has been awarded the 2024 Connecting Communities to State Trails Grant of \$100,000 through the North Carolina Department of Natural & Cultural Resources for the Grants Creek Blueway Trailhead.

Section 2. The Town accepts the grant identified and authorizes the Town Manager and Town Attorney to execute the grant agreement.

Section 3. To amend the FY 24-25 revenue and expense appropriations as follows:

Revenues

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-3985-004	State Grants	\$75,000	\$175,000	\$100,000

Expenses/Expenditures

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-6120-194	Contract Services	\$0	\$100,000	\$100,000

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

RECEIVE PRESENTATION – Planning Spencer’s Future – What’s Next?

Planner Blount provided a presentation and answered questions from the Mayor and Board regarding planning for Spencer’s future development.

DEPARTMENTAL REPORTS

Planning

Planning & Zoning Administrator Blount gave the monthly Planning Department report and answered any questions from the Mayor and Board. Topics discussed included the chicken pilot program.

Code Enforcement

Police Chief File gave the monthly Code Enforcement report and answered any questions from the Mayor and Board. Topics discussed included future action needed on repeat offenders, animal control, and collaboration between the Town, police, and the county, communication with residents, and quality of life.

Police

Police Chief File gave the monthly Police Department report and answered any questions from the Mayor and Board. Topics discussed included training, park checks, camera monitoring in parks, and keeping school events safe.

Fire

Deputy Fire Chief Lewis gave the monthly Fire Department report and answered any questions from the Mayor and Board. Topics discussed included personnel updates and the new fire engine.

Public Works

Public Works Director Taylor gave the monthly Public Works Department report and answered any questions from the Mayor and Board. Topics discussed included leaf pickup, garbage pickup for the week of Christmas, Trunk or Treat, and Town Christmas decorations.

Finance

Finance Officer Kann gave the monthly Finance Department report and answered any questions from the Mayor and Board. Topics discussed included sales and use tax and the FY23 audit.

Library

Town Clerk Ward gave the monthly Library report and answered any questions from the Mayor and Board. Topics discussed included the two events held in October.

TOWN MANAGER REPORT

Town Manager Franzese gave his monthly report and answered any questions from the Mayor and Board. Topics discussed included Town Park delivery of steel holding up project, but already ahead of time, PARTF inspection went well, Commerce inspection had to be rescheduled; contributions being received from various local organizations and individuals, communication between staff and citizens, future education for citizens regarding how government works, the Active Living Coordinator position, the recreation advisory board, and various other advisory boards requested by citizens.

REQUESTS AND COMMENTS BY THE BOARD MEMBERS

Alderwoman Patricia Sledge

- Provided a summary of functions attended since the previous Board Meeting:
 - Centralina Regional Council's Fall Celebration & Awards Dinner, meeting with Town staff and the U.S. Environmental Protection Agency (EPA) Delegation to receive the presentation of the brownfields grant, Medicare OEP is Coming: Medicare Updates for 2025 webinar, and the Brownfields Summit: Eyesores to Assets
 - Rowan Economic Development Council (EDC) lacked a quorum, will meet later this week
 - Rowan Chamber of Commerce Power in Partnerships Breakfast
 - Civic Credit Union webinar/virtual meeting and helped set up co-location in Town Hall
 - Rowan Municipal Association
 - Winterfest meetings twice a month, serving as Co-Chair with Mayor Pro Tempore Seareast for volunteers, handed out information at Trunk or Treat
 - Worked at the voting polls and handed out information for upcoming events in Town
- Thanked everyone who came out and exercised their right to vote.
- Reminded citizens about the Senior Christmas Luncheon.
- Called for volunteers for Winterfest.

Alderman Rashid Muhammad

- Stated he was one of the board members who met with concerned citizens the other night and encouraged residents to watch and attend meetings to make sure they stay informed.
- Requested citizens with questions or concerns come to board or staff members so the Town can do its best to take care of these issues in a prioritized manner.

Alderman Steve Miller

- Provided an update on boards, committees, and commissions he serves on:
 - Cabarrus-Rowan Metropolitan Planning Organization Transportation Advisory Committee (TAC), which looks at construction projects and transportation needs. Spencer has some projects that are being pushed back due to the needs of Western North Carolina. The state legislature does not want to spend money on roads, but the Town does not have the money to spend on them, especially with increased construction and labor costs.
 - Spencer's Holiday Caravan Committee: Thanked citizens for their involvement and stated he is proud of how much they have done. Expressed concern about the new time since it

will be after dark and there is some concern about drivers coming home in the evening.

Encouraged everyone to be careful and watch for children, food trucks, and other parade-goers. Requested citizens come out and support the parade.

- Praised Planner Kyle Harris for his work on the Landscape of the Month and the Halloween Decoration contest. He then told the story of how one of the winners is a widower who decorates the house for his wife, who passed away in January, using decorations she had made. The homeowner wanted to express his thanks to the Town and Kyle for recognizing his and his wife's hard work.

Alderman Andrew Howe

- Commended those involved with decorating the Town, earning and giving awards, saying those are activities needed to build community.
- Recognized the Spencer's Holiday Caravan Committee for the phenomenal job they have done, saying that the parade will be different this year and everyone will be looking at ways to build on this foundation being laid. Noted that the committee will be looking to hear any suggestions or comments and that planning will start earlier next year. Suggested that next year the Town can facilitate or help businesses and property owners to put up more lights for holidays.
- Apologized for missing the meeting with citizens; he was at the Polar Express for his son's rehearsal.
- Commented it might be good to look at starting the Thursday Pre-Agenda meetings at 6:00 p.m.

Mayor Pro Tempore Patti Secreast

- Spoke on her involvement with the North Rowan schools and Winterfest, reiterating the need for volunteers for that event.
- Applauded those involved with Trunk or Treat, saying it was outstanding this year and everyone participating with the open trunks was so pleased by how polite and appreciative the kids and parents were.
- Noted she has had some involvement with Spencer's Holiday Caravan.

Mayor Jonathan Williams

- Provided a summary of functions attended since the previous Board Meeting and attending in the near future:
 - Meeting with the concerned citizens last week
 - Meeting with Alderwoman Sledge and regional EPA representatives at Centralina Regional Council's offices; spoke on the Yadkin River District being part of the EPA brownfields grant
 - Meeting with Town staff and the current developer of the Willow Creek property to hear their needs and where they are in the project
 - NCLM Legislative Policy Committee: set the agenda for what policies and initiatives the League will push for at the state level in 2025; he continues to advocate for the need for transportation and Powell Bill funding
 - Meeting with Town Manager Franzese, Special Projects Planner Morris, and NCLM representatives regarding how to advocate for our area with new representatives

- EDC lined up a meeting with Town staff and the NC Railroad regarding their grant program and our economic development projects
- Meeting with parties interested in the innovation center
- Salisbury Transit Authority: will receive updates on the micro-transit system

EXECUTIVE SESSION per NC General Statute 143-318.11 (a) (5)

Alderman Miller moved to go into Executive Session per the following 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.

Alderwoman Sledge seconded the motion, which carried by a vote of 5 – 0. The regular meeting stood at recess at 9:10 p.m.

RECONVENE REGULAR MEETING

Alderman Muhammad moved to reconvene the open session. Alderman Howe seconded the motion, which carried by a vote of 5 – 0. The meeting returned to open session at 9:39 p.m.

Mayor Williams announced that no action had been taken in closed session which could be disclosed at this time.

ADJOURN

Alderman Muhammad moved to adjourn the meeting. Mayor Pro Tempore Secreast seconded the motion, which carried by a vote of 5 – 0. The meeting stood adjourned at 9:39 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 Coversheet

Meeting Date: 12/10/2024

Agenda Item #: 8. b.

Agenda Item Title: Consider Adopting Resolution 24-18 Prohibiting Viewing of Pornography on Town Networks and Devices

Category: Consent Agenda

Presenter(s): Anna K. Ward, Town Clerk

Explanation:

The North Carolina General Assembly passed House Bill 971, which became N.C. General Statute (G.S.) 143-805 earlier this year. This new law prohibits local governments from allowing pornography to be viewed on their networks or devices. Public agencies must adopt a policy governing the use of their networks and devices owned, leased, maintained, or otherwise controlled by them by January 1, 2025.

Pornography is defined in the new law as “[a]ny material depicting sexual activity,” and “sexual activity” is defined as in G.S. 14-190.13. It also specifies exceptions to the prohibitions on allowing employees and officials to view pornography if it is necessary for them to carry out their duties (ex. investigating crimes).

Recent clarification from the UNC School of Government revealed that our current policies do not cover certain requirements of this new law. This resolution will take care of those requirements, and next month we will bring the Board a Personnel Policy Amendment.

Financial Impact:

N/A

Recommended Motion:

Motion to adopt Resolution 24-18 Prohibiting Viewing of Pornography on Town Networks and Devices.

Attachment(s): ☒ Yes ☐ No

1. Nickodem, K. (2024, November 25). FAQs on the New Law Prohibiting Pornography on Government Networks and Devices. *Coates' Canons NC Local Government Law*.
2. Resolution 24-18



Coates' Canons NC Local Government Law

FAQs on the New Law Prohibiting Pornography on Government Networks and Devices

Published: 11/25/24

Author: Kristi Nickodem

Several months ago, I released a [blog post](#) on the new North Carolina law that prohibits local governments, state agencies, the judicial branch, and the legislative branch from allowing pornography to be viewed on their networks or devices (Section 7 of [S.L. 2024-26](#)). Since then, I've received a number of questions about how this law applies in the local government context. I'll address a few frequently asked questions related specifically to local governments in this post. I encourage readers to go back to my earlier [blog post](#) for a more comprehensive discussion of the new law.

Does this law apply to units of local government, such as counties and municipalities?

Yes. The law applies to all public authorities and units of local government, as those terms are defined by [G.S. 159-7](#). *See* [G.S. 143-805\(g\)\(5\)](#). A "unit of local government" is defined as "a municipal corporation that is not subject to the State Budget Act...and that has the power to levy taxes...and all boards, agencies, commissions, authorities, and institutions thereof that are not municipal corporations." As my colleague Kara Millonzi has noted in [this blog post](#), this definition clearly includes counties and municipalities, as well as some "special purpose" local governments.

The law also applies to all State agencies and offices of the members of the Council of State (including all boards, departments, divisions, constituent institutions of the University of North Carolina, community colleges, and other units of government in the executive branch) and all public school units (as defined in [G.S. 115C-5](#)). Many elements of the new law also apply to the judicial branch and the legislative branch.

What is the deadline for creating the network and device usage policy required by the new law?

Each public agency (including each unit of local government) must adopt a policy governing the use of its network, as well as the use of devices owned, leased, maintained, or otherwise controlled by that public agency, no later than **January 1, 2025**. The same requirement and deadline apply to the judicial and legislative branches. *See* G.S. 143-805(c).

What language must be contained in the network and device usage policy?

The new law does not specify any particular language that must be in the required network and device usage policy, except that it must “delineate the disciplinary actions that will be taken in response to a violation of that policy.” Presumably, however, the policy should reflect G.S. 143-805(a)-(b):

- prohibiting the viewing of pornography by its **employees** on a network of that public agency; and
- prohibiting **employees, elected officials, appointees, or students** of the public agency to view pornography on any device owned, leased, maintained, or otherwise controlled by that public agency.

The terms “pornography,” “device,” and “network” should be defined in the policy as they are defined in G.S. 143-805(g). The policy should also include an exception for officials and employees who are engaged in certain activities in the course of their official duties, listed at G.S. 143-805(d) and discussed in more detail in my [prior blog post](#). These exceptions are important to include since some local government employees, such as law enforcement officers and department of social services employees, will sometimes have to view material that would be considered “pornography” under the new law in order to carry out their official duties.

If a local government already has a policy regarding the use of its networks and devices (as many do), then that existing policy could be modified to include these new terms. In other words, the local government need not start from scratch by creating a brand new policy if it is able to simply modify and readopt an existing policy to comply with the law.

What disciplinary consequences must be included in the policy?

The law says the network and usage device policy must “delineate” disciplinary actions that will occur if the policy is violated, but it does not specify particular disciplinary consequences that must be included. For its employees, a local government may decide to incorporate or reference parts of

its personnel policies that speak to disciplinary procedures into the network and usage device policy. A local government may also want to include this network and device usage policy as part of its personnel policies.

What disciplinary consequences could be delineated for elected and appointed officials? The policy could specify that elected officials will be subject to censure proceedings, and that appointees will be subject to removal from office by the entity or individual with appointment and removal authority over their position.

Does this law apply to employees' personal devices? Does the answer change if a county or municipality gives the employee a stipend to use towards their cell phone bills?

Remember, the law requires local governments to institute two different prohibitions: 1) employees must be prohibited from viewing pornography on the government's *networks*, and 2) employees, elected officials, appointees, and students must be prohibited from viewing pornography on *devices* owned, leased, maintained, or otherwise controlled by the local government.

Prohibition #1, regarding viewing pornography on a government's *networks*, applies regardless of whether an employee is using their personal device or a government-owned device. An employee must not view pornography on *any* device if they are doing so via the government's *networks* (e.g., the city or county's Wi-Fi). The law does not, however, impact what an employee is allowed to view on their personal devices on *other* networks (e.g., on their home Wi-Fi or coffee shop Wi-Fi).

Prohibition #2, on the other hand, applies to viewing pornography on *devices* owned, leased, maintained, or otherwise controlled by the local government, regardless of where those devices are used or what network is used to connect them to the internet. It does not, however, apply to personal cell phones or other personal devices that are owned by an employee. Merely paying a stipend to an employee to help cover the cost of their personal phone bill does not transform an employee-owned device into a device "owned, leased, maintained, or otherwise controlled" by a local government employer.

What is the deadline for removing pornography from government devices?

Employees, elected officials, appointees, and students of each "public agency" (including local governments and all the governmental entities described above) who have pornography (as that term is defined by the new law) saved to a device owned, leased, maintained, or otherwise

controlled by the public agency must remove, delete, or uninstall that pornography no later than **January 1, 2025**. Once again, there is an exception for certain employees and officials who are engaged in certain activities in the course of their official duties, listed at G.S. 143-805(d) and discussed in more detail in my prior blog post. This removal requirement also does not apply to devices owned *personally* by an employee, official, appointee, or student.

This blog post is published and posted online by the School of Government for educational purposes. For more information, visit the School's website at www.sog.unc.edu.

Coates Canons

© 2009 to present. School of Government at the University of North Carolina at Chapel Hill.

All rights reserved.

TOWN OF SPENCER, NORTH CAROLINA

RESOLUTION 24-18

RESOLUTION PROHIBITING VIEWING OF PORNOGRAPHY ON TOWN NETWORKS AND DEVICES

WHEREAS, House Bill 971/North Carolina General Statute (N.C.G.S.) § 143-805, effective October 1, 2024, states that a public agency shall not permit the viewing of pornography by its employees on a network of that public agency and no public agency shall permit an employee, elected official, or appointee of that public agency to view pornography on a device owned, leased, maintained, or otherwise controlled by that public agency; and

WHEREAS, N.C.G.S. § 143-805 requires public agencies to adopt a policy governing the use of its network and devices owned, leased, maintained, or otherwise controlled by that public agency; and

WHEREAS, the Town of Spencer prohibits the viewing of pornography by its employees on the Town's network or devices owned or maintained by the Town.

NOW, THEREFORE, BE IT RESOLVED that the following policies shall apply to the Town of Spencer:

1. No employees of the Town, its elected officials, or Town appointees shall view pornography on any computer network owned, leased, maintained, or otherwise controlled by the Town, whether on a device controlled by the Town or on a privately owned, leased, maintained, or otherwise controlled device.
2. No employee, elected official, or appointee of the Town shall view pornography on a device owned, leased, maintained, or otherwise controlled by the Town.
3. Any employee, elected official, or appointee of the Town who has saved pornography to a device owned, leased, maintained, or otherwise controlled by the Town shall remove, delete, or uninstall the pornography no later than January 1, 2025.
4. Paragraphs 1, 2, and 3 shall not apply to Town employees or officials investigating or prosecuting crimes, law enforcement training, or performing actions related to other law enforcement purposes; identifying potential security or cyber security threats, protecting human life, establishing, testing, and maintaining firewalls, protocols, and otherwise implementation of this policy; or other exemptions as specifically set forth in N.C.G.S. § 143-805(d), but this use shall follow the recommendations for appropriate viewing of pornography issued by the State Chief Information Officer for the purposes under N.C.G.S. § 143-805(d).
5. The terms used herein shall be defined as set forth in N.C.G.S. § 143-805(g).

6. Starting annually in 2025, no later than August 1, and in the format required by the State Chief Information Officer, the Town Clerk shall report information required in N.C.G.S. § 143-805 to the State Chief Information Officer.
7. Any employee of the Town who becomes aware of a violation of any provision of this policy shall report the violation to the Town Manager. If the violation was by an appointee of the Board of Aldermen, the Town Manager shall report the violation to the Board of Aldermen unless the appointee first resigns from the position held.
8. Any employee of the Town who violates any provision of this policy shall be subject to disciplinary action under the Town's personnel policy.
9. Any appointee of the Town who violates the provision of this policy shall be subject to removal by the Board of Aldermen.
10. Any elected official who violates any provision of this policy shall be subject to censure proceedings.

BE IT FURTHER RESOLVED that this Resolution shall be effective on the date of its adoption.

Adopted this the 10th day of December 2024.

Jonathan Williams, Mayor

Attest:

Anna Kanode Ward, Town Clerk

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

Agenda Item Coversheet

Meeting Date: 12/10/2024

Agenda Item #: 9

Agenda Item Title: RH Senior Audit Manager TD Hill to Present Fiscal Year 2023-2024 Annual Audit

Category: Regular Agenda

Presenter(s): Senior Audit Manager TD Hill, RH CPA.

Explanation:

Receive presentation of Fiscal Year 2023-2024 Annual Audit from RH CPAs.

Financial Impact:

None

Recommendations:

Receive Report , No Action Required

Attachment(s): ☐ Yes ☒ No

1.

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 12/10/2024

Agenda Item #: 10

Agenda Item Title: Budget Ordinance 24-10.007 Police Insurance Allocation

Category: Consent Agenda

Presenter(s): Heather Kann Finance Officer

Explanation:

Police vehicle 2020 Dode Durango. Vehicle towed to shop due to hard start issue in April 2024. R/O Open date on the work order is 8/2/24. Upon inspection, an overhaul of the fuel system was approved and oxygen sensors replaced.

Financial Impact:

The expense of this job totals \$8,455.89; \$7,927.09 parts & labor, \$451.93 taxes for the fuel system overhaul. Of this \$7,927.09 charge, \$1,000 is retained by insurance for the deductible, taxes are recouped in the annual refund and \$1,230.76 was paid directly to the vendor. An insurance check was sent to us for \$5,696.33. We will amend the Police Vehicle Maintenance budget in the amount of the check.

Recommended Motion:

Motion to approve Budget Ordinance 24-10.007 to appropriate insurance reimbursement funds.

Attachment(s): ☒ Yes ☐ No

1. Budget Ordinance 24-10.007

AN ORDINANCE AMENDING
THE TOWN OF SPENCER, NORTH CAROLINA
FY 24-25 ANNUAL BUDGET
ORDINANCE 24-10.007
DECEMBER 10, 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, 2024, and ending on June 30, 2025:

Section 1. The Town received a \$5,696.33 insurance reimbursement payment from claim 3240117482 for the Police 2020 Dodge Durango.

Section 2. To amend the FY 24-25 expense appropriations as follows to appropriate the appropriate revenues and expenditures for this reimbursement:

<u>Revenues</u>				
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-3838-000	Insurance Reimbursement	\$1,000	\$6,697	\$5,697
<u>Expenditures</u>				
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-4310-353	Maintenance - Vehicles	\$17,556	\$23,253	\$5,697

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 the 10th day of December 2024.

Jonathan Williams, Mayor

Attest:

Anna Kanode Ward, Town Clerk

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

Agenda Item Coversheet

Meeting Date: 12/10/2024

Agenda Item #: 11. a.

Agenda Item Title: Planning Monthly Report

Category: Departmental Report

Presenter(s): Steve Blount, Planning & Zoning Administrator

Explanation:

No approval needed. This item is for information only.

Financial Impact:

None.

Recommendations:

N/A

Attachment(s): ☒ Yes ☐ No

1. Monthly Report



Monthly Activity Report
Planning, Zoning & Subdivision Administrator
September 2024

	Location	Activity	Action
10.29.24	Salisbury ave	Questions about swimming pool	Answered questions
10.29.24	601 s spencer	Questions about drainage problems	Answered questions
10.31.24	Willow creek	Development team meeting	Attended and participated
10.31.24	Office	Brownfield property tax implications	Researched
10.31.24	Office	Colortex air quality statement	Reviewed and approved
10.31.24	Hollywood rd	Setback and zoning questions for dorset chapel	Answered questions
10.31.24	Lincoln ave	Water availability questions for residential lot	Answered questions
11.4.24	All	Ouadrplex in RMST zoning question	Answered question
11.4.24	7 th st	Fence permit question	Answered question
11.4.24	Office	Grants Creek greenway project meeting with Salisbury planner	Met and discussed
11.4.24	Salisbury ave	Exempt subdivision questions	Answered questions
11.4.24	Office	Meeting with code enforcement officer	Met and discussed several cases
11.4.24	Lincoln ave	Subdivision questions	Answered questions
11.5.24	611 7 th st	Fence permit	Issued permit
11.5.24	Office	Staff discussion on Salisbury growth boundary	Met and discussed
11.5.24	N Salisbury ave	Exempt subdivision plat	Reviewed and approved
11.5.24	Moore st	Subdivision questions	Answered questions
11.5.24	3 rd street	Setback questions	Answered questions
11.5.24	Hudson ave	Property line location questions	Answered questions
11.7.24	Lincoln ave	Subdivision plat	Reviewed and approved
11.7.24	Hawkinstown rd	“no-rise study” submission on Hawkins meadows project	Reviewed
11.7.24	All	Questions from surveyor on RMST setback requirements	Answered questions
11.7.24	Hawkins loop rd	Subdivision questions for lots with no access	Answered questions
11.7.24	All	Code enforcement questions concerning dogs	Answered questions

11.7.24	Salisbury ave	ABC permit for flemming st restaurant	Approved
11.7.24	All	Newsletter article on dogs barking problem	Drafted and submitted to Anna
11.7.24	5 th st	Driveway questions	Answered questions
11.7.24	Office	Preagenda meeting	Attended and participated
11.12.24	Salisbury ave	Dance studio U/G pipe and sinkhole questions	Investigated
11.12.24	Yadkin ave property	Subdivision questions	Answered questions
11.12.24	610 s rowan	Zoning permit for storage building	Issued permit
11.12.24	610 s Yadkin	Setback questions	Answered questions
11.12.24	Office	Staff meeting	Attended
11.12.24	Office	Board of Aldermen meeting	Attended and participated
11.13.24	S Hudson ave	Zoning questions	Answered questions
11.13.24	Office	NCRR meeting on NC Finishing co site	Met and discussed
11.14.24	Jordan st	Development questions	Answered questions
11.14.24	S Yadkin ave	Driveway permit	Issued permit
11.14.24	Office	IWorks staff meeting	Attended and participated
11.14.24	Harrison st	Solar panel zoning permit	Issued permit
11.14.24	Adams st	Zoning permit for storage bldg.	Issued permit
11.14.24	Yadkin and 9 th	Development questions	Answered questions
11.18.24	All	EB-5861 site tour	Participated
11.18.24	204 n Yadkin	Zoning permit for single family home	Issued permit
11.18.24	404 charles st	Group home questions	Answered questions
11.18.24	Salisbury ave	Sign questions	Answered questions
11.18.24	Office	Staff meeting on Salisbury growth boundaries	Met
11.18.24	All	Community issues paper	Reviewed and responded
11.19.24	245 hackett st	Development questions	Answered questions
11.19.24	Salisbury	Meeting with Salisbury staff to discuss growth boundaries	Met and discussed
11.19.24	2 nd st	Addressing questions	Answered questions
11.19.24	Office	Parade meeting	Attended
11.21.24	409 s spencer	Alleyway questions	Answered questions
11.21.24	Meadow st	Subdivision questions	Answered questions
11.21.24	Salisbury ave	Development questions for Mexican grocery	Answered questions
11.24.24	Spencer/Salisbury	Biked the new bike lanes from Jefferson to Salisbury and back	A very pleasant 6-maile ride deserving of an adult beverage when completed
11.25.24	9 th st	Subdivision questions	Answered questions
11.25.24	East Spencer	Development questions on E Spencer property	Provided contact information for E Spencer

11.25.24	Hawkinstown rd	Development questions on 4-acre parcel	Answered questions
11.25.24	Office	SB-382 impact questions	Reviewed and responded
11.25.24	Yadkin ave	Zoning permit for garage	Issued permit
11.25.24	610 4 th st	Roofing permit questions	Answered questions
11.25.24	408 s spencer	Alleyway questions	Issued confirmation letter
11.25.24	All	Minimum housing ordinance questions	Reviewed and commented
11.26.24	Office	Staff meeting	Attended

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 12/10/2024

Agenda Item #: 11. b.

Agenda Item Title: Code Enforcement Monthly Report

Category: Departmental Report

Presenter(s): Michael File, Police Chief

Explanation:

No approval needed. This item is for information only.

Financial Impact:

N/A

Recommendations:

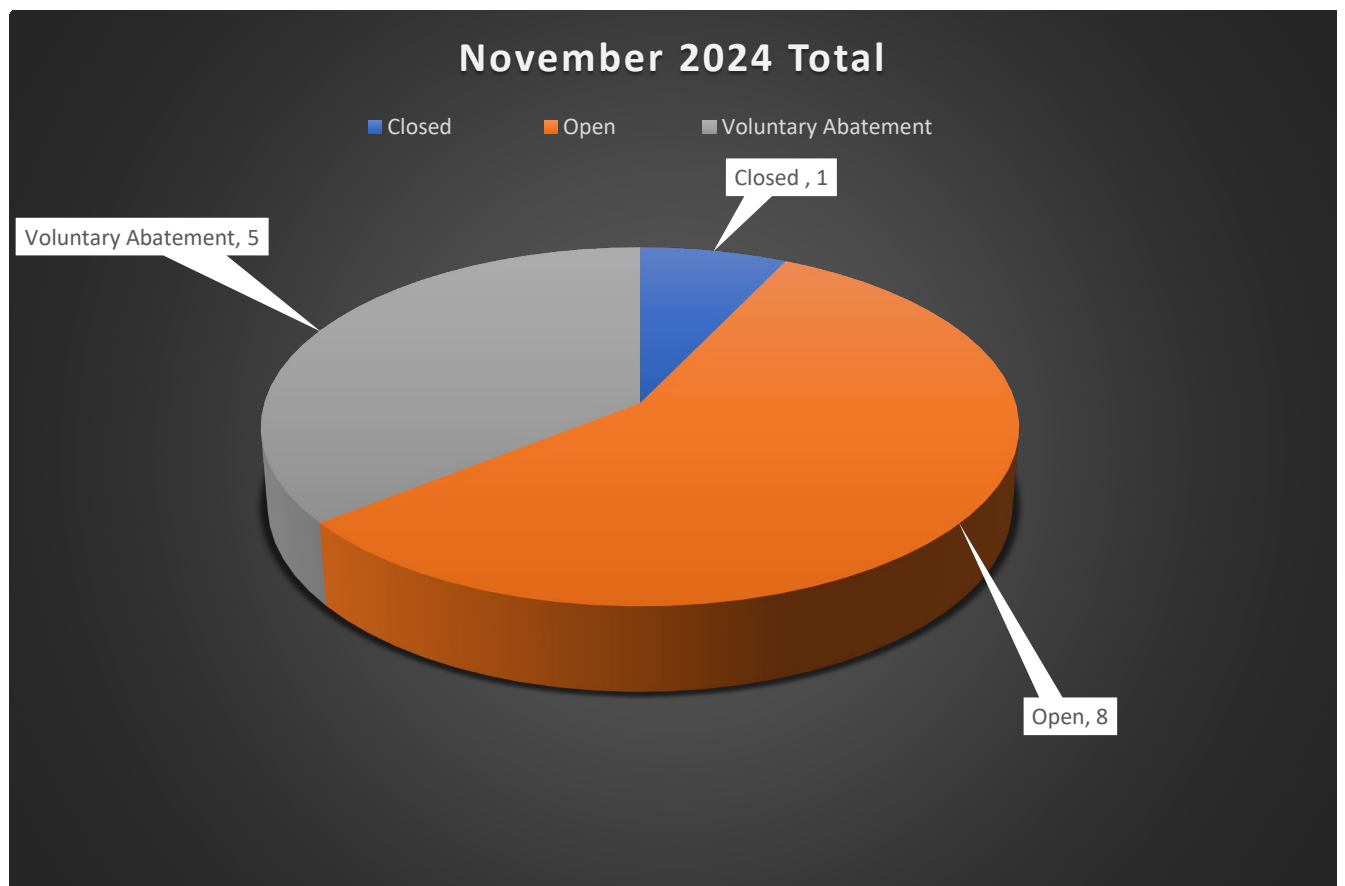
N/A

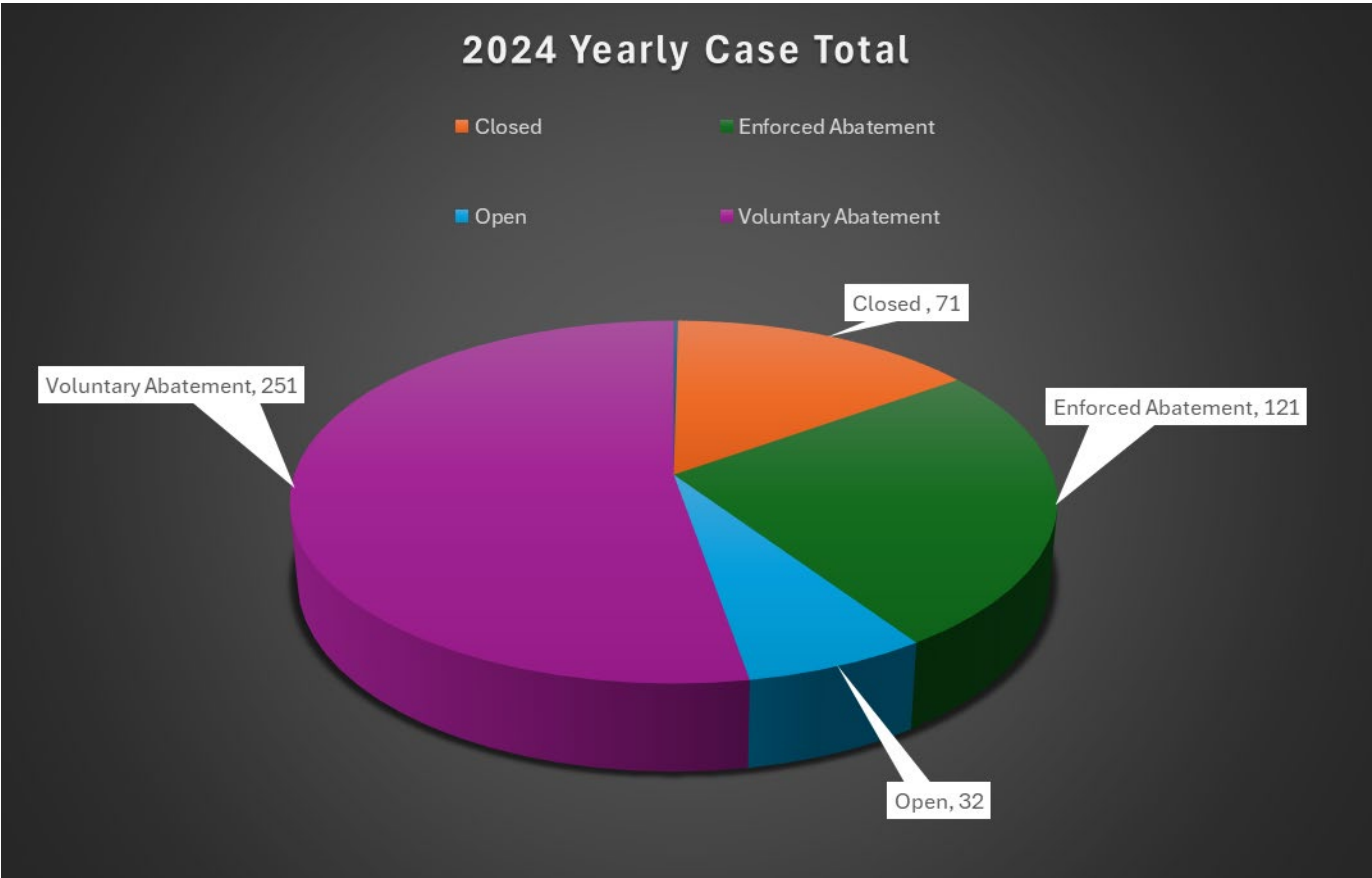
Attachment(s): ☒ Yes ☐ No

1. Code Enforcement Report

Code Enforcement November 2024 Monthly Report

- Total cases – 14
- Open - 8
- Voluntary Abatement - 5
- Year to Date - 464
- Notice of Violations - 5
- Notice of Bill - 0
- Notice of Lien - 0





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	Main Status
202400502	404 Forestdale dr	406 parking car in front yard, halfway on 404 property, daily,	Open
202400501	322 S Whitehead	Overgrowth	Open
202400498	511 S Rowan	Overgrowth	Open
202400495	401 S Rowan Ave	Junk	Open
202400486	407A S Carolina	Junk/Nuisance	Open
202400485	303 S Yadkin	Junk vehicle	Open
202400483	609 N Salisbury Ave	Junk	Open
202400482	609 N Salisbury Ave	Abandoned/ Nuisance Vehicle	Open
202400385	204 S Iredell	Overgrowth	Open
202400382	300 S Carolina	High Grass	Open

202400381	216 N Rowan Ave	High Grass	Open
202400380	210 N Yadkin	High Grass	Open
202400361	507 Meadow St	The property is completely surrounded and covered by junk, Lawnmowers, washing machines etc. front and back.	Open
202400360	203 eight street	Tall grass down the whole left side of yard outside of the fence	Open
202400350	210 N Yadkin Ave	High Grass	Open
202400349	216 N Rowan Ave	High Grass	Open
202400348	204 S Iredell	Overgrowth	Open
202400347	600 S Carolina Ave	High Grass	Open
202400341	200 S Salisbury Ave	2nd High Grass Violation	Open
202400340	225 Hackett St	Overgrowth	Open
202400338	423 N Salisbury Ave	High Grass	Open
202400326	437 N Salisbury Ave	Falling Structure	Open
202400259	712 S Salisbury Ave	Commercial Maintenance	Open
202400252	705 N Salisbury Ave	Junk	Open
202400222	035 099	Overgrowth	Open
202400220	610 S Yadkin Ave	Overgrowth	Open
202400206	610 S Carolina Ave	Overgrowth	Open
202400198	600 S Carolina Ave	High Grass	Open
202400182	200 S Salisbury Ave	Overgrowth / Junk / Maint. of Exterior Premise	Open
202400171	216 N Rowan Ave	High Grass	Open
202400146	204 S Iredell Ave	Overgrowth	Open
202400080	609 N Salisbury Ave	Illegally Parked	Open



Case Status Report

11/01/2024 - 11/30/2024

Case #	Case Date	Main Status	Last Status Change Date	Complaint Received	Violation Address	Nature of Complaint
--------	-----------	-------------	-------------------------	--------------------	-------------------	---------------------

Group: Closed

202400488	11/8/2024	Closed	11/14/2024	Portal Complaint	812 4th Street	Code 91.25 / 91.40 aggressive unleashed dog
202400327	8/13/2024	Closed	11/22/2024		610/606 s Carolina ave	610 hasn't mowed one time this year 606 grass needs mowed as well both properties have grass over 1ft tall

Group Total: 2

Group: Enforced Abatement

202400440	9/24/2024	Enforced Abatement	11/25/2024	Site Visit	610 4TH ST	Tall Grass/ Weeds

Group Total: 1

Group: Open

202400502	11/27/2024	Open	11/27/2024	Illegally Parked Vehicle	404 Forestdale dr	406 parking car in front yard, halfway on 404 property, daily,
202400501	11/25/2024	Open	11/25/2024	Site Visit	322 S Whitehead	Overgrowth
202400498	11/25/2024	Open	11/25/2024	Site Visit	511 S Rowan	Overgrowth
202400495	11/21/2024	Open	11/21/2024	Site Visit	401 S Rowan Ave	Junk
202400486	11/7/2024	Open	11/7/2024	Site Visit	407A S Carolina	Junk/Nuisance
202400485	11/7/2024	Open	11/7/2024	Site Visit	303 S Yadkin	Junk vehicle
202400483	11/7/2024	Open	11/7/2024	Site Visit	609 N Salisbury Ave	Junk
202400482	11/7/2024	Open	11/7/2024	Site Visit	609 N Salisbury Ave	Abandoned/ Nuisance Vehicle
202400361	9/9/2024	Open	11/22/2024	Portal Complaint	507 Meadow St	The property is completely surrounded

						and covered by junk, Lawnmowers, washing machines etc. front and back.
202400360	9/9/2024	Open	11/22/2024	Portal Complaint	203 eight street	Tall grass down the whole left side of yard outside of the fence

Group Total: 10

Group: Voluntary Abatement

202400481	10/30/2024	Voluntary Abatement	11/25/2024	Site Visit	708 S Carolina	Illegal Parking
202400480	10/30/2024	Voluntary Abatement	11/25/2024	Site Visit	708 S Carolina	Interior Furniture
202400479	10/30/2024	Voluntary Abatement	11/25/2024	Site Visit	507 S Rowan	Junk
202400478	10/15/2024	Voluntary Abatement	11/5/2024	Site Visit	916 S Yadkin	Illegal Parking
202400470	10/9/2024	Voluntary Abatement	11/25/2024	Site Visit	228 Earnhardt	Junk Vehicle
202400463	10/8/2024	Voluntary Abatement	11/5/2024	Site Visit	302 S Iredell	Abandoned/ Nuisance Vehicle
202400450	10/1/2024	Voluntary Abatement	11/5/2024	Site Visit	708 S Carolina Ave	Junk
202400447	10/1/2024	Voluntary Abatement	11/5/2024	Site Visit	204 S Rowan	High Grass
202400444	9/25/2024	Voluntary Abatement	11/5/2024	Site Visit	200 S Rowan Ave	High Grass
202400398	9/19/2024	Voluntary Abatement	11/4/2024	Site Visit	908 7TH ST	Junk
202400396	9/19/2024	Voluntary Abatement	11/4/2024	Site Visit	908 7TH ST	High Grass
202400395	9/18/2024	Voluntary Abatement	11/25/2024	Portal Complaint	405 Iredell St.	Lumber debris in front of 405 Iredell has been sitting for 3-4 weeks. This followed utility work in the neighborhood. Not sure who placed the debris.
202400362	9/9/2024	Voluntary Abatement	11/25/2024	Portal Complaint	416 S Spencer Ave	Junk pile. Trash from former daycare center piled on side of house for months. Horrible smell causing rodents.

Group Total: 13

--	--	--	--	--	--	--

Total Records: 26

12/2/2024

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 12/10/2024

Agenda Item #: 11. c.

Agenda Item Title: Police Department Monthly Report

Category: Departmental Report

Presenter(s): Michael File, Police Chief

Explanation:

No approval needed. This item is for information only.

Financial Impact:

N/A

Recommendations:

N/A

Attachment(s): ☒ Yes ☐ No

1. Monthly PD Report
2. Monthly ACE Team Report

Activity Log Event Summary (Totals)

Spencer Police Department

(10/31/2024 - 11/30/2024)

<No Event Type Specified>	2	8th Street Ballpark Check	96
911 Hang-Up	13	Administrative Work	98
Alarm - Other	20	Animal Complaint	3
Assault - Report	2	Assault - Sexual	1
Assist - East Spencer Police	46	Assist - EMS	2
Assist - Fire Department	21	Assist - Motorist/Public	6
Assist - Other Agency	10	Assist - Other Officer	102
Assist - Sheriff's Office	14	B&E/Burglary - Residential, In-Progress	1
B&E/Burglary - Residential, Report	1	Business Check-Drive Through	415
Calls For Service (General)	19	Communicating Threats	2
Community Event	4	Court	6
Directed Patrol	3	District Attorney's Office	1
Disturbance	7	Disturbance- Verbal	6
Domestic - Property Pick-up	5	Domestic Dispute	3
Escort - Funeral	1	Follow-up Investigation - Outside Town Limits	3
Follow-up Investigation- Spencer	15	Foot Patrol - Business	97
Foot Patrol - Residential	4	Found Property	4
Fraud - Report	4	House Check	28
Illegal Burning	1	Illegal Dumping	1
Involuntary Commitment	2	Larceny - In-Progress	2
Larceny - Report	7	Library Park Check	121
Magistrate's Office	1	Maintenance - Equipment	4
Maintenance - Vehicle	27	Meeting	5
Missing Person	5	NCTM - Bank Escort	1
NCTM - Drive Through	202	NCTM - Foot Patrol	58
Noise Complaint	5	Norfolk Southern Railroad-Drive Through	2
Park Check	180	Property - Found	1
Property Damage - In-Progress	1	Property Damage - Report	3
Public Service	17	Robbery - Report	2
School Activities	2	School Check - NRES	125
School Check - NRHS	108	School Check - NRMS	99
Search	1	Security Check/Standby	32
Shots Fired	2	Special Assignment - Other	7

Activity Log Event Summary (Totals)

Spencer Police Department

(10/31/2024 - 11/30/2024)

SRO Duties	51	Subject with Gun	1
Subpoena Service	3	Surveillance	1
Suspicious - Activity	12	Suspicious - Person	8
Suspicious - Vehicle	15	Traffic - Parking Control	1
Traffic Accident - PD	8	Traffic Accident - PI	2
Traffic Complaint	2	Traffic Control	6
Traffic Enforcement	28	Training - FD	1
Training - PD	4	Training - Range	1
Training - School	8	Trespassing - In-Progress	6
Unattended Death	1	Unlock Vehicle	1
Vehicle Pursuit	1	Vehicle Stop	194
Warrant Service	20	Weapon Possession (Not Firearm) on School Pro	1
Welfare Check	10	Yadkin River Park Check - Davidson County	87
Yadkin River Park Check - Spencer	103		

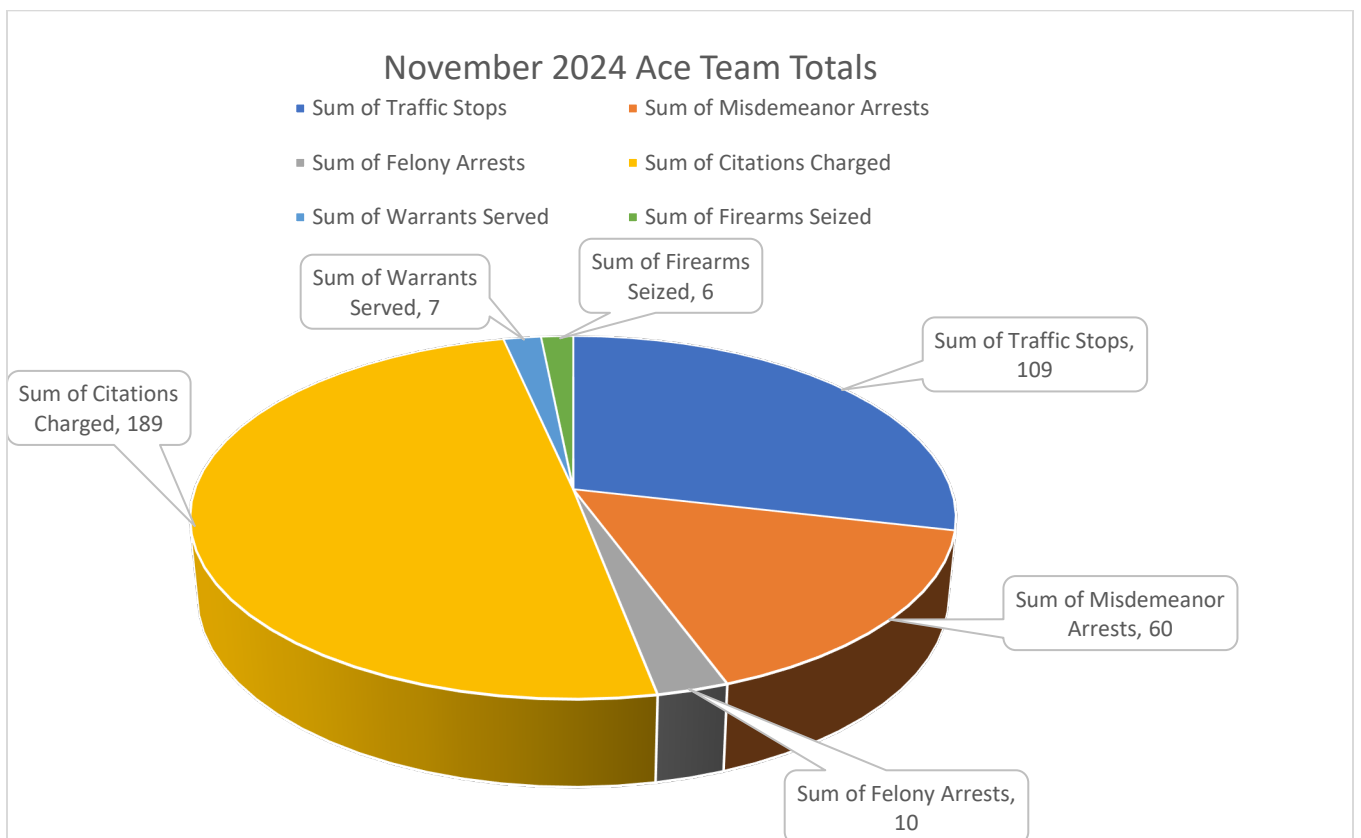
Total Number Of Events: 2,665

SPENCER POLICE ACE TEAM REPORT

November 2024

November 2024 Highlights

- November 2024 Cases: 10 (10 Closed)
- Traffic Stops: 109
- Total Arrests: 70 (Felony 10)
- Cited Charges: 189
- Warrants Served: 7
- Firearms Seized: 6 (3 Stolen)

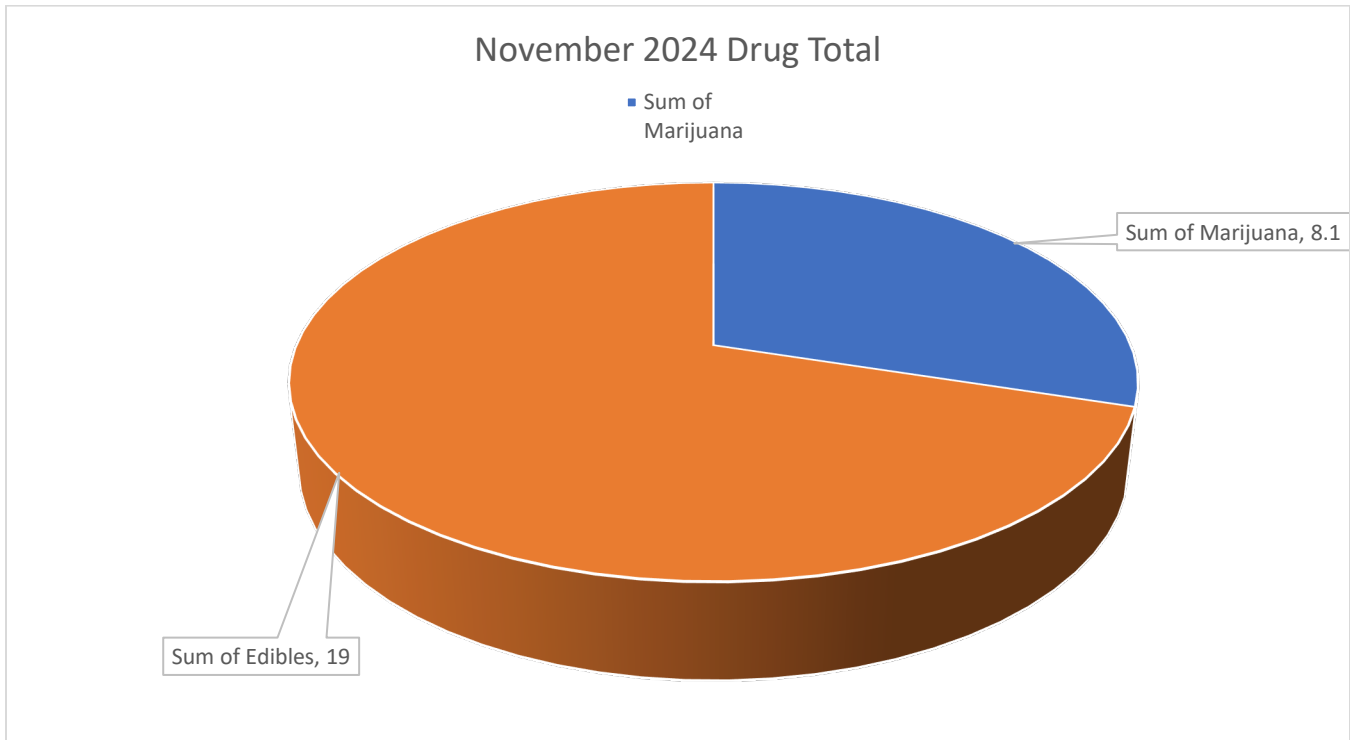


SPENCER POLICE ACE TEAM REPORT

November 2024

November 2024 Drug Totals

- Marijuana: 8.1 Grams
- Edibles: 19



704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 12/10/2024

Agenda Item #: 11. d.

Agenda Item Title: Fire Department Monthly Report

Category: Departmental Report

Presenter(s): Michael Lanning, Fire Chief

Explanation:

No approval needed. This item is for information only.

Financial Impact:

N/A

Recommendations:

N/A

Attachment(s): ☒ Yes ☐ No

1. Fire Department Report

December 2024 Monthly Report

Calls for Service: 10/31/2024-11/30/2024.

Fire: 53

Medical: 87

Monthly Total: 140

2024 Total: 1372

Apparatus:

- Anticipating the new engine going into service in January, a push-in ceremony is being planned.

Equipment:

- Awaiting the arrival of all the mounts for the new engine.

Special Events:

- Staff join NRES students weekly during all lunch periods. All elected officials are welcome to join us on Wednesdays beginning at 11 am.
- We continue to partner with the Rowan Neuter Scooter, hosting their clinic twice a month.
- Please consider participating in our annual mission to adopt area children for Christmas. We will take donations at our Team Spencer Skate night on December 9th.

Personnel:

- Engineer Jacob Keever started 11/25/24. All full-time positions are filled.

Station:

- No updates on an expansion project.

Special Information:

We have begun working with Lexipol to ensure all policies and procedures contain and adhere to current legal statutes and recommended best practices.

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 12/10/2024

Agenda Item #: 11. e.

Agenda Item Title: Public Works Monthly Report

Category: Departmental Report

Presenter(s): Joel Taylor, Public Works Director

Explanation:

No approval needed. This item is for information only.

Financial Impact:

None.

Recommendations:

N/A

Attachment(s): ☒ Yes ☐ No

1. Monthly Report



Public Works Director

Post Office Box 45 Spencer, NC 28159-0045
 704.633.2231 Ext. 50 Ofc.
 704.633.3837 Fax
spencernc.gov

December 2024 Board of Alderman Meeting

- 1) Regular services (Sanitation, Brush, and Leaf Pick-up) are running on schedule.
 The Leaf Vac is now running a full schedule due to the demand for pick-up.
- 2) The Leaf vac will continue to run through the week after New Year's, after this time leaves will need to be bagged for pick-up. **NOTE:** Please make sure to stack all leaves, and loose material, on top of the curb and not in the gutter. This is so when it rains the leaves do not wash and stop up the storm drains.
- 3) Reminder: Christmas Day falls on Wednesday this year, so we will observe Wednesday thru Friday for the Holiday. All trash routes will be picked up on Monday and Tuesday, before Christmas with no bulky pick-up that week. Below is the Holiday Trash schedule for the remainder of the year:

Christmas	Wednesday	December 25th	Monday (No Change in Trash Schedule)
	Thursday	December 26th	*** Tuesday and Wednesday will run on Tuesday (Dec. 24th)
	Friday	December 27 th	*** NO BULKY ITEM PICK-UP THIS WEEK ***
New Year's	Wednesday	January 1st	Monday (No change in Trash Schedule)
			Tuesday (No change in Trash Schedule)
			*** Wednesday will run on Thursday (January 2nd)

***** Denotes change from regular schedule**

- 4) Most of our time this month was spent on decorating the Town for Christmas, preparing for the events of the season, and picking up leaves. Lights downtown were installed for opening weekend of the Polar Express, with the remainder of lights installed on Main Street and numerous things done in preparation for the Holiday Parade, and finally the Christmas Tree installed and everything else necessary for the opening of Winterfest. All lights will remain on until after the New Year's Holiday.

- 5) We currently still have two positions open in Public Works. The Mechanic and Labor Foreman positions are still vacant, but we do have an applicant for the Mechanic position. As always, if you know of anyone that may be interested, have them contact me. We will continue this process until these positions are filled.
- 6) The paving, striping, and rings around the valves and manholes have been completed. The last step is the installation of the new signal loops, and that will be up to the State to schedule. Once the new loops have been installed this project will be complete.
- 7) Again, we would like to publicly express a great big Thank You to Rowan County and TJ Brown for allowing us to borrow road cones for use at the Holiday Parade, and the Winterfest 5K run. We will be housing 100 cones for them, at our shop, for any need that may arise on our end of the County.
- 8) The storm water project officially began on December 2nd. There was a delay in getting the remaining risers for the junction box. The work should be completed in the next several weeks.
- 9) **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 continue to wait on news from the grant application and will notify everyone as we find out information.
- 10) **CCAP update:**
We have been granted the extension for another year due to the hold up of our permits. We have recently heard from DEQ and the Core of Engineers letting us know that we have received our first of two permits for this project. We have been in contact with our Engineer, and he is following up on our second permit, and will let us know when it has been approved. We are still searching for contractors who will want to bid on this project, along with looking for funds to help complete it. We have met two contractors on site and supplied them with the plans, and have received a bid from one of them.
- 11) **Since last report:**
There were 0 abatements issued and completed this month.
- 12) **Work Orders were completed as necessary, along with several citizen engagement requests.**

Monthly Events:

- December 6th - Christmas Tree Lighting**
Opening of Winterfest
- December 7th - Freeze Your Buns 5K Race**
- December 7th & 8th - Winterfest**
- December 25th-27th - Christmas Holidays**
- January 1st - New Year's Holiday**

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

Agenda Item Coversheet

Meeting Date: 12/10/2024

Agenda Item #: 11. f.

Agenda Item Title: Finance Monthly Report

Category: Departmental Report

Presenter(s): Heather Kann, Finance Officer

Explanation:

No approval needed. This item is for information only.

Financial Impact:

N/A

Recommendations:

N/A

Attachment(s): ☒ Yes ☐ No

1. Finance Report

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2024-11-28

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	\$6,633.35	\$4,344.77	\$5,366.65	55
10-3194-000 TAXES, 3RD PRIOR YR	\$3,600.00	\$3,600.00	\$0.00	\$2,502.55	\$298.98	\$1,097.45	70
10-3195-000 TAXES, 2ND PRIOR YR	\$6,000.00	\$6,000.00	\$0.00	\$3,465.36	\$682.82	\$2,534.64	58
10-3196-000 TAXES, FIRST PRIOR Y	\$21,000.00	\$21,000.00	\$0.00	\$10,762.58	\$3,665.29	\$10,237.42	51
10-3197-100 AD VALOREM TAXES CUR	\$2,092,184.00	\$2,092,184.00	\$0.00	\$1,474,536.79	\$43,537.27	\$617,647.21	70
10-3197-101 AD VALOREM TAXES VEH	\$172,930.00	\$159,930.00	\$0.00	\$58,716.79	\$14,061.55	\$101,213.21	37
10-3197-102 MUNICIPAL VEHICLE TA	\$0.00	\$13,000.00	\$0.00	\$1,845.00	\$790.00	\$11,155.00	14
10-3197-180 TAX INTEREST & PENAL	\$15,000.00	\$15,000.00	\$0.00	\$6,972.97	\$3,398.91	\$8,027.03	46
10-3231-000 1% SALES TAX (ART 39	\$396,091.30	\$396,091.30	\$0.00	\$102,495.50	\$34,197.48	\$293,595.80	26
10-3232-000 1/2% SALES TAX (ART	\$261,137.45	\$261,137.45	\$0.00	\$64,085.27	\$20,725.09	\$197,052.18	25
10-3233-000 1/2% SALES TAX (ART	\$195,053.00	\$195,053.00	\$0.00	\$50,505.44	\$16,844.22	\$144,547.56	26
10-3235-000 1/2% SALES TAX (ART	\$341,988.00	\$341,988.00	\$0.00	\$89,068.72	\$28,716.68	\$252,919.28	26
10-3322-000 BEER & WINE TAX	\$14,500.00	\$14,500.00	\$0.00	\$0.00	\$0.00	\$14,500.00	0
10-3324-000 UTILITY FRANCHISE TA	\$200,000.00	\$200,000.00	\$0.00	\$48,324.94	\$0.00	\$151,675.06	24
10-3326-000 SOLID WASTE DISPOSAL	\$2,600.00	\$2,600.00	\$0.00	\$676.95	\$676.95	\$1,923.05	26
10-3431-000 COURT, PKG FEES, REP	\$1,500.00	\$1,500.00	\$0.00	\$2,387.25	\$620.55	\$887.25	159
10-3437-000 FIRST RESPONDER FEES	\$8,000.00	\$8,000.00	\$0.00	\$2,930.00	\$335.00	\$5,070.00	37
10-3438-000 ROWAN-SALIS SCHOOLS	\$237,632.00	\$237,632.00	\$0.00	\$238,618.34	\$238,618.34	\$986.34	100
10-3439-000 NCTM PAYMENTS	\$32,427.72	\$32,427.72	\$0.00	\$10,809.24	\$2,702.31	\$21,618.48	33
10-3491-000 ZONING FEES	\$10,000.00	\$10,000.00	\$0.00	\$1,570.00	\$385.00	\$8,430.00	16
10-3491-001 LIEN PAYMENTS	\$15,000.00	\$15,000.00	\$0.00	\$487.00	\$0.00	\$14,513.00	3
10-3500-510 SOL/WASTE COLLECTION	\$264,745.00	\$264,745.00	\$0.00	\$78,923.59	\$0.00	\$185,821.41	30
10-3500-550 YARD WASTE SALES	\$2,000.00	\$2,000.00	\$0.00	\$825.00	\$256.00	\$1,175.00	41
10-3831-000 INVESTMENT EARNINGS	\$120,000.00	\$120,000.00	\$0.00	\$21,740.82	\$0.00	\$98,259.18	18
10-3833-002 Donations-Other	\$12,000.00	\$12,000.00	\$0.00	\$8,670.00	\$0.00	\$3,330.00	72
10-3835-000 SALES-FIXED ASSETS	\$55,000.00	\$55,000.00	\$0.00	\$4,750.00	\$0.00	\$50,250.00	9
10-3837-000 ABC REVENUES	\$16,000.00	\$16,000.00	\$0.00	\$7,850.52	\$0.00	\$8,149.48	49
10-3838-000 INSURANCE REIMBURSEM	\$0.00	\$1,000.00	\$0.00	\$7,171.33	\$0.00	\$6,171.33	717
10-3839-000 MISCELLANEOUS REVENU	\$7,500.00	\$7,500.00	\$0.00	\$2,201.72	\$1,726.36	\$5,298.28	29
10-3839-001 CIVIL CITATIONS - PO	\$50.00	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00	0
10-3839-002 CIVIL CITATIONS - LA	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0
10-3841-000 STATE SHARED REVENUE	\$13,500.00	\$13,500.00	\$0.00	\$0.00	\$0.00	\$13,500.00	0
10-3985-000 FEDERAL GRANT - ARPA	\$225,000.00	\$225,000.00	\$0.00	\$225,000.00	\$225,000.00	\$0.00	100
10-3985-002 OTHER GRANTS	\$37,500.00	\$37,500.00	\$0.00	\$20,000.00	\$0.00	\$17,500.00	53
10-3985-003 GRANTS-STANBACK FORE	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0
10-3985-004 STATE GRANTS	\$75,000.00	\$175,000.00	\$0.00	\$2,600.00	\$0.00	\$172,400.00	1
10-3991-000 APPROPRIATED FUND BA	\$194,428.00	\$722,175.00	\$0.00	\$0.00	\$0.00	\$722,175.00	0
10-3991-001 APPROPRIATED CAPITAL	\$272,811.00	\$272,811.00	\$0.00	\$0.00	\$0.00	\$272,811.00	0
0000-10-Revs	\$5,339,277.47	\$5,968,024.47	\$0.00	\$2,557,127.02	\$641,583.57	\$3,426,987.29	43

Sales & Use tax Revenue is 3.3% above this time last year.

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2024-11-28

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	\$10,281.25	\$2,056.25	\$14,393.75	42
10-4110-181 FICA	\$1,888.00	\$1,888.00	\$0.00	\$786.75	\$157.35	\$1,101.25	42
10-4110-191 SERVICES-ACCOUNTING	\$22,000.00	\$22,000.00	\$0.00	\$15,000.00	\$0.00	\$7,000.00	68
10-4110-192 SERVICES-LEGAL	\$27,500.00	\$27,500.00	\$22,500.00	\$0.00	\$0.00	\$5,000.00	0
10-4110-194 CONTRACT SERVICES	\$21,300.00	\$39,117.00	\$13,841.00	\$13,789.00	\$9,416.50	\$11,487.00	35
10-4110-212 UNIFORMS	\$280.00	\$280.00	\$0.00	\$0.00	\$0.00	\$280.00	0
10-4110-299 SUPPLIES AND MATERIA	\$1,000.00	\$1,000.00	\$0.00	\$21.50	\$21.50	\$978.50	2
10-4110-311 TRAVEL	\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0
10-4110-321 TELEPHONE & INTERNET	\$539.00	\$539.00	\$0.00	\$179.60	\$44.90	\$359.40	33
10-4110-395 TRAINING	\$5,175.00	\$5,175.00	\$0.00	\$130.00	\$130.00	\$5,045.00	3
10-4110-451 INSURANCE-PROP/GEN/P	\$3,531.20	\$3,531.20	\$0.00	\$3,531.20	\$0.00	\$0.00	100
10-4110-491 DUES AND SUBSCRIPTIO	\$14,947.00	\$14,947.00	\$0.00	\$14,592.75	\$106.55	\$354.25	98
10-4110-600 NONPROFIT GRANTS	\$78,750.00	\$78,750.00	\$0.00	\$0.00	\$0.00	\$78,750.00	0
10-4110-610 COMMUNITY APPEARANCE	\$12,000.00	\$16,000.00	\$5,144.04	\$1,143.44	\$0.00	\$9,712.52	7
10-4110-620 HISTORIC PRESERVATIO	\$10,000.00	\$18,321.00	\$7,176.50	\$3,030.00	\$0.00	\$8,114.50	17
10-4110-631 ROWAN COUNTY TAX COL	\$24,865.00	\$24,865.00	\$0.00	\$20,314.57	\$753.66	\$4,550.43	82
10-4110-640 TOURISM AND EVENTS	\$30,000.00	\$30,000.00	\$0.00	\$25,338.22	\$1,656.12	\$4,661.78	84
10-4110-930 TRANSFER TO CAPITAL	\$272,811.00	\$272,811.00	\$0.00	\$258,557.52	\$225,378.00	\$14,253.48	95
10-4110-999 CONTINGENCIES	\$20,000.00	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0
4110-10-GOVERNING BODY	\$573,761.20	\$603,899.20	\$48,661.54	\$366,695.80	\$239,720.83	\$188,541.86	69

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2024-11-28

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
4130-10-ADMINISTRATION							
-							
10-4130-121 SALARIES/WAGES-REGUL	\$297,803.00	\$297,803.00	\$0.00	\$125,023.56	\$35,734.56	\$172,779.44	42
10-4130-126 SALARIES/WAGES/TEMPO	\$20,163.00	\$20,163.00	\$0.00	\$264.00	\$264.00	\$19,899.00	1
10-4130-127 SALARIES/WAGES-BONUS	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0
10-4130-181 FICA	\$24,051.00	\$24,051.00	\$0.00	\$9,273.30	\$2,659.38	\$14,777.70	39
10-4130-182 RETIREMENT	\$42,915.00	\$42,915.00	\$0.00	\$16,175.29	\$4,619.65	\$26,739.71	38
10-4130-183 GROUP INSURANCE	\$40,924.00	\$40,924.00	\$0.00	\$19,238.55	\$2,688.67	\$21,685.45	47
10-4130-184 401K CONTRIBUTION	\$11,214.00	\$11,214.00	\$0.00	\$5,508.85	\$1,575.08	\$5,705.15	49
10-4130-185 WORKERS COMPENSATION	\$547.00	\$547.00	\$0.00	\$535.64	\$0.00	\$11.36	98
10-4130-186 UNEMPLOYMENT	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0
10-4130-193 MEDICAL SERVICES	\$3,297.00	\$3,297.00	\$0.00	\$242.00	\$30.00	\$3,055.00	7
10-4130-194 CONTRACT SERVICES	\$154,186.00	\$167,764.00	\$104,681.35	\$54,623.47	\$19,006.35	\$8,459.18	33
10-4130-198 SERVICES-ENGINEERING	\$25,000.00	\$72,785.00	\$41,726.77	\$6,058.09	\$3,800.00	\$25,000.14	8
10-4130-211 JANITORIAL SUPPLIES	\$1,500.00	\$1,500.00	\$0.00	\$476.15	\$229.72	\$1,023.85	32
10-4130-212 UNIFORMS	\$360.00	\$360.00	\$0.00	\$0.00	\$0.00	\$360.00	0
10-4130-260 SUPPLIES-OFFICE	\$3,000.00	\$3,000.00	\$0.00	\$821.35	\$74.20	\$2,178.65	27
10-4130-296 SUPPLIES-MEDICAL	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0
10-4130-299 SUPPLIES AND MATERIA	\$2,720.00	\$2,720.00	\$0.00	\$126.37	\$0.00	\$2,593.63	5
10-4130-311 TRAVEL	\$5,573.00	\$5,573.00	\$1,035.94	\$267.53	\$190.28	\$4,269.53	5
10-4130-321 TELEPHONE AND INTERN	\$8,652.00	\$8,652.00	\$0.00	\$2,979.49	\$757.71	\$5,672.51	34
10-4130-325 POSTAGE	\$2,364.00	\$2,364.00	\$0.00	\$324.70	\$10.60	\$2,039.30	14
10-4130-331 UTILITIES	\$25,800.00	\$25,800.00	\$0.00	\$10,115.96	\$2,021.96	\$15,684.04	39
10-4130-341 PRINTING	\$1,000.00	\$1,000.00	\$0.00	\$111.21	\$48.35	\$888.79	11
10-4130-351 MAINTENANCE-BUILDING	\$16,500.00	\$16,500.00	\$0.00	\$673.43	\$0.00	\$15,826.57	4
10-4130-370 ADVERTISING	\$6,300.00	\$6,300.00	\$0.00	\$1,286.58	\$300.00	\$5,013.42	20
10-4130-395 TRAINING	\$7,098.00	\$7,098.00	\$0.00	\$1,584.00	\$555.00	\$5,514.00	22
10-4130-400 DAVID TREME EDUCATIO	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0
10-4130-439 EQUIPMENT RENTAL	\$4,959.00	\$4,959.00	\$2,981.25	\$1,686.77	\$393.75	\$290.98	34
10-4130-440 MAINTENANCE CONTRACT	\$23,332.00	\$23,332.00	\$10,168.50	\$7,422.67	\$2,001.70	\$5,740.83	32
10-4130-441 LICENSE FEE	\$24,597.00	\$24,597.00	\$0.00	\$21,267.78	\$0.00	\$3,329.22	86
10-4130-451 INSURANCE-PROP/GEN/P	\$11,390.00	\$11,390.00	\$0.00	\$11,387.84	\$0.00	\$2.16	100
10-4130-453 INSURANCE - BONDS	\$1,590.00	\$1,590.00	\$0.00	\$1,589.64	\$0.00	\$0.36	100
10-4130-491 DUES AND SUBSCRIPTIO	\$4,657.00	\$4,657.00	\$492.80	\$1,118.00	\$176.00	\$3,046.20	24
10-4130-499 MISCELLANEOUS	\$1,000.00	\$1,000.00	\$0.00	\$26.00	\$0.00	\$974.00	3
10-4130-710 PRINCIPAL	\$71,271.00	\$71,271.00	\$0.00	\$0.00	\$0.00	\$71,271.00	0
10-4130-720 INTEREST	\$57,125.00	\$57,125.00	\$0.00	\$0.00	\$0.00	\$57,125.00	0
10-4130-999 CREDIT CARD CHARGES	\$0.00	\$0.00	\$0.00	\$1,412.77	\$1,412.77	(\$1,412.77)	0
4130-10-ADMINISTRATION	\$912,988.00	\$974,351.00	\$161,086.61	\$301,620.99	\$78,549.73	\$511,643.40	47

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2024-11-28

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	\$1,013,739.00	\$1,013,739.00	\$0.00	\$388,065.73	\$107,193.20	\$625,673.27	38
10-4310-122 SALARIES/WAGES-OVERT	\$5,000.00	\$5,000.00	\$0.00	\$35.76	\$0.00	\$4,964.24	1
10-4310-126 PART-TIME/TEMPORARY	\$27,091.00	\$27,091.00	\$0.00	\$4,292.01	\$675.25	\$22,798.99	16
10-4310-127 SALARIES/WAGES-BONUS	\$21,500.00	\$21,500.00	\$0.00	\$0.00	\$0.00	\$21,500.00	0
10-4310-131 SUPPLEMENTAL LAW RET	\$7,135.00	\$7,135.00	\$0.00	\$2,870.49	\$820.14	\$4,264.51	40
10-4310-181 FICA	\$79,639.00	\$79,639.00	\$0.00	\$29,239.51	\$8,019.03	\$50,399.49	37
10-4310-182 RETIREMENT	\$156,572.00	\$156,572.00	\$0.00	\$58,007.31	\$16,017.07	\$98,564.69	37
10-4310-183 GROUP INSURANCE	\$168,064.00	\$168,064.00	\$0.00	\$56,711.19	\$9,269.44	\$111,352.81	34
10-4310-184 401K CONTRIBUTION	\$50,613.00	\$50,613.00	\$0.00	\$19,419.52	\$5,363.78	\$31,193.48	38
10-4310-185 WORKERS COMPENSATION	\$23,217.00	\$23,217.00	\$0.00	\$22,734.68	\$0.00	\$482.32	98
10-4310-193 SERVICES-MEDICAL	\$1,725.00	\$1,725.00	\$0.00	\$500.00	\$0.00	\$1,225.00	29
10-4310-194 CONTRACT SERVICES	\$14,066.00	\$14,066.00	\$0.00	\$12,510.90	\$0.00	\$1,555.10	89
10-4310-212 UNIFORMS	\$16,000.00	\$19,236.00	\$3,019.74	\$1,632.35	\$137.87	\$14,583.91	8
10-4310-213 SUPPLIES-SAFETY	\$4,775.00	\$4,775.00	\$0.00	\$407.51	\$0.00	\$4,367.49	9
10-4310-251 MOTOR FUEL AND LUBRI	\$50,000.00	\$50,000.00	\$30,845.69	\$19,154.31	\$4,388.36	\$0.00	38
10-4310-260 SUPPLIES-OFFICE	\$1,700.00	\$1,700.00	\$0.00	\$247.92	\$0.00	\$1,452.08	15
10-4310-291 SUPPLIES-DATA PROCES	\$5,204.00	\$5,204.00	\$0.00	\$700.00	\$0.00	\$4,504.00	13
10-4310-296 SUPPLIES-MEDICAL	\$1,010.00	\$1,010.00	\$0.00	\$0.00	\$0.00	\$1,010.00	0
10-4310-299 SUPPLIES AND MATERIA	\$15,887.00	\$18,447.00	\$2,899.97	\$1,158.30	\$300.49	\$14,388.73	6
10-4310-311 TRAVEL	\$1,750.00	\$1,750.00	\$0.00	\$778.12	\$530.36	\$971.88	44
10-4310-321 TELEPHONE AND INTERN	\$16,945.00	\$16,945.00	\$0.00	\$5,154.52	\$1,236.95	\$11,790.48	30
10-4310-329 OTHER COMMUNICATION	\$4,320.00	\$4,320.00	\$2,310.00	\$1,750.00	\$330.00	\$260.00	41
10-4310-341 PRINTING	\$400.00	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00	0
10-4310-352 MAINTENANCE-EQUIPMEN	\$2,500.00	\$2,500.00	\$0.00	\$696.76	\$16.99	\$1,803.24	28
10-4310-353 MAINTENANCE-VEHICLES	\$14,000.00	\$17,556.00	\$3,555.54	\$5,352.10	\$1,231.25	\$8,648.36	30
10-4310-395 TRAINING	\$7,640.00	\$7,640.00	\$0.00	\$642.57	\$181.84	\$6,997.43	8
10-4310-440 MAINTENANCE CONTRACT	\$32,432.00	\$32,432.00	\$4,639.75	\$22,481.39	\$914.01	\$5,310.86	69
10-4310-441 LICENSE FEE	\$17,646.00	\$17,646.00	\$0.00	\$12,952.14	\$19.99	\$4,693.86	73
10-4310-451 INSURANCE-PROP/GEN/P	\$28,275.00	\$28,275.00	\$0.00	\$28,274.70	\$0.00	\$0.30	100
10-4310-452 INSURANCE-VEHICLES	\$22,903.00	\$22,903.00	\$0.00	\$22,903.00	\$0.00	\$0.00	100
10-4310-491 DUES AND SUBSCRIPTIO	\$2,645.00	\$2,645.00	\$0.00	\$0.00	\$0.00	\$2,645.00	0
10-4310-499 MISCELLANEOUS	\$1,200.00	\$1,200.00	\$0.00	\$379.91	\$0.00	\$820.09	32
10-4310-750 LEASE PYMTS-COMPUTER	\$9,658.01	\$9,658.01	\$0.00	\$9,658.00	\$0.00	\$0.01	100
4310-10-POLICE OPERATIONS	\$1,825,251.01	\$1,834,603.01	\$47,270.69	\$728,710.70	\$156,646.02	\$1,058,621.62	42

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2024-11-28

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	\$486,066.00	\$462,466.00	\$0.00	\$172,381.55	\$48,391.02	\$290,084.45	37
10-4340-122 OVERTIME	\$15,000.00	\$18,600.00	\$0.00	\$35,388.64	\$1,070.04	(\$16,788.64)	190
10-4340-126 PART-TIME/TEMPORARY	\$27,959.00	\$47,959.00	\$0.00	\$23,980.82	\$7,564.82	\$23,978.18	50
10-4340-127 SALARIES/WAGES-BONUS	\$15,500.00	\$15,500.00	\$0.00	\$0.00	\$0.00	\$15,500.00	0
10-4340-181 FICA	\$40,869.00	\$40,869.00	\$0.00	\$17,198.73	\$4,201.76	\$23,670.27	42
10-4340-182 RETIREMENT	\$72,923.00	\$72,923.00	\$0.00	\$28,360.66	\$6,751.46	\$44,562.34	39
10-4340-183 GROUP INSURANCE	\$69,767.00	\$69,767.00	\$0.00	\$28,397.12	\$4,741.92	\$41,369.88	41
10-4340-184 401K CONTRIBUTION	\$22,080.00	\$22,080.00	\$0.00	\$8,086.73	\$1,989.49	\$13,993.27	37
10-4340-185 WORKERS COMPENSATION	\$14,860.00	\$14,860.00	\$0.00	\$14,551.29	\$0.00	\$308.71	98
10-4340-194 CONTRACT SERVICES	\$19,258.00	\$19,258.00	\$150.00	\$10,239.40	\$150.00	\$8,868.60	53
10-4340-211 JANITORIAL SUPPLIES	\$2,000.00	\$2,000.00	\$256.33	\$690.54	\$58.94	\$1,053.13	35
10-4340-212 UNIFORMS	\$12,500.00	\$15,897.00	\$1,839.70	\$2,049.55	\$0.00	\$12,007.75	13
10-4340-213 SUPPLIES-SAFETY	\$25,785.00	\$43,765.00	\$1,025.00	\$24,991.55	\$24,735.80	\$17,748.45	57
10-4340-230 SUPPLIES-EDUCATIONAL	\$5,518.00	\$8,768.00	\$0.00	\$5,535.38	\$1,287.39	\$3,232.62	63
10-4340-251 MOTOR FUEL AND LUBRI	\$19,200.00	\$19,200.00	\$14,259.20	\$4,970.74	\$1,379.84	(\$29.94)	26
10-4340-260 SUPPLIES-OFFICE	\$1,500.00	\$1,500.00	\$0.00	\$771.06	\$40.27	\$728.94	51
10-4340-296 SUPPLIES-MEDICAL	\$5,000.00	\$5,000.00	\$0.00	\$865.37	\$0.00	\$4,134.63	17
10-4340-299 SUPPLIES AND MATERIA	\$3,500.00	\$3,500.00	\$0.00	\$0.00	\$0.00	\$3,500.00	0
10-4340-311 TRAVEL	\$3,050.00	\$3,050.00	\$0.00	\$1,771.64	\$227.67	\$1,278.36	58
10-4340-321 TELEPHONE AND INTE	\$10,032.00	\$10,032.00	\$0.00	\$4,556.61	\$1,386.30	\$5,475.39	45
10-4340-331 UTILITIES	\$10,392.00	\$10,392.00	\$0.00	\$3,816.84	\$808.09	\$6,575.16	37
10-4340-351 MAINTENANCE-BUILDING	\$10,800.00	\$10,800.00	\$0.00	\$3,264.78	\$517.80	\$7,535.22	30
10-4340-352 MAINTENANCE-EQUIPMEN	\$4,000.00	\$4,000.00	\$13,251.86	\$2,470.63	\$1,437.53	(\$11,722.49)	62
10-4340-353 MAINTENANCE-VEHICLES	\$15,000.00	\$28,210.00	\$4,585.44	\$22,291.74	\$11,200.83	\$1,332.82	79
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	\$4,800.00	\$4,800.00	\$0.00	\$481.27	\$0.00	\$4,318.73	10
10-4340-440 MAINTENANCE CONTRACT	\$2,580.00	\$2,580.00	\$0.00	\$1,421.97	\$605.72	\$1,158.03	55
10-4340-451 INSURANCE-PROP/GEN/P	\$8,291.00	\$8,291.00	\$0.00	\$8,291.00	\$0.00	\$0.00	100
10-4340-452 INSURANCE - VEHICLES	\$5,539.00	\$5,539.00	\$0.00	\$5,539.00	\$0.00	\$0.00	100
10-4340-491 DUES AND SUBSCRIPTIO	\$4,755.00	\$4,755.00	\$0.00	\$1,792.60	\$0.00	\$2,962.40	38
10-4340-499 MISCELLANEOUS	\$1,000.00	\$1,000.00	\$0.00	\$246.80	\$234.04	\$753.20	25
4340-10-FIRE OPERATIONS	\$940,524.00	\$978,361.00	\$35,367.53	\$434,404.01	\$118,780.73	\$508,589.46	48

4340-251 29.94 expense coded incorrectly. Will correct 12/3/24.

Encumbered amount should be for Fund 30. This is for the extra equipment on the new engine.

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2024-11-28

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	\$214,100.00	\$214,100.00	\$0.00	\$62,099.50	\$19,488.99	\$152,000.50	29
10-4510-122 SALARIES/WAGES-OVERT	\$2,000.00	\$2,000.00	\$0.00	\$1,160.03	\$213.06	\$839.97	58
10-4510-126 PART-TIME/TEMPORARY	\$17,202.00	\$17,202.00	\$0.00	\$6,805.23	\$1,815.52	\$10,396.77	40
10-4510-127 SALARIES/WAGES-BONUS	\$5,900.00	\$5,900.00	\$0.00	\$0.00	\$0.00	\$5,900.00	0
10-4510-181 FICA	\$17,702.00	\$17,702.00	\$0.00	\$5,047.48	\$1,554.83	\$12,654.52	29
10-4510-182 RETIREMENT	\$31,585.00	\$31,585.00	\$0.00	\$8,634.93	\$2,689.33	\$22,950.07	27
10-4510-183 GROUP INSURANCE	\$45,757.00	\$45,757.00	\$0.00	\$15,275.98	\$2,555.31	\$30,481.02	33
10-4510-184 401K CONTRIBUTION	\$9,854.00	\$9,854.00	\$0.00	\$2,636.59	\$848.38	\$7,217.41	27
10-4510-185 WORKERS COMPENSATION	\$8,381.00	\$8,381.00	\$0.00	\$8,206.89	\$0.00	\$174.11	98
10-4510-194 CONTRACTED SERVICES	\$0.00	\$390,057.00	\$370,660.96	\$5,930.00	\$5,280.00	\$13,466.04	2
10-4510-211 JANITORIAL SUPPLIES	\$750.00	\$750.00	\$0.00	\$213.48	\$0.00	\$536.52	28
10-4510-212 UNIFORMS	\$4,500.00	\$4,500.00	\$0.00	\$1,454.27	\$532.82	\$3,045.73	32
10-4510-213 SUPPLIES-SAFETY	\$3,150.00	\$3,150.00	\$0.00	\$415.39	\$144.10	\$2,734.61	13
10-4510-251 MOTOR FUEL AND LUBRI	\$22,000.00	\$22,000.00	\$662.48	\$7,535.01	\$74.67	\$13,802.51	34
10-4510-260 SUPPLIES-OFFICE	\$250.00	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0
10-4510-299 SUPPLIES AND MATERIA	\$7,000.00	\$7,000.00	\$0.00	\$1,347.58	\$309.80	\$5,652.42	19
10-4510-311 TRAVEL	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0
10-4510-321 TELEPHONE AND INTERN	\$2,577.00	\$2,577.00	\$0.00	\$892.63	\$266.39	\$1,684.37	35
10-4510-329 OTHER COMMUNICATION	\$120.00	\$120.00	\$0.00	\$0.00	\$0.00	\$120.00	0
10-4510-331 UTILITIES	\$59,318.00	\$59,318.00	\$0.00	\$26,105.35	\$5,290.05	\$33,212.65	44
10-4510-351 MAINTENANCE-BUILDING	\$4,000.00	\$4,000.00	\$0.00	\$300.00	\$0.00	\$3,700.00	8
10-4510-352 MAINTENANCE-EQUIPMEN	\$4,000.00	\$4,000.00	\$0.00	\$455.74	\$0.00	\$3,544.26	11
10-4510-353 MAINTENANCE-VEHICLES	\$9,500.00	\$9,500.00	\$0.00	\$721.33	\$362.47	\$8,778.67	8
10-4510-354 MAINTENANCE GROUNDS	\$20,000.00	\$20,000.00	\$0.00	\$910.00	\$0.00	\$19,090.00	5
10-4510-356 MAINTENANCE-STREETS	\$2,500.00	\$2,500.00	\$0.00	\$1,455.00	\$727.50	\$1,045.00	58
10-4510-440 MAINTENANCE CONTRACT	\$1,352.00	\$1,352.00	\$0.00	\$326.00	\$31.60	\$1,026.00	24
10-4510-451 INSURANCE-PRO/GEN/PR	\$3,427.00	\$3,427.00	\$0.00	\$3,427.00	\$0.00	\$0.00	100
10-4510-452 INSURANCE - VEHICLES	\$4,065.00	\$4,065.00	\$0.00	\$4,065.00	\$0.00	\$0.00	100
10-4510-491 DUES & SUBSCRIPTIONS	\$825.00	\$825.00	\$0.00	\$825.00	\$0.00	\$0.00	100
10-4510-499 MISCELLANEOUS	\$1,480.00	\$1,480.00	\$1,084.80	\$0.00	\$0.00	\$395.20	0
4510-10-STREETS OPERATIONS	\$503,395.00	\$893,452.00	\$372,408.24	\$166,245.41	\$42,184.82	\$354,798.35	60

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2024-11-28

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	\$186,633.00	\$186,633.00	\$0.00	\$57,495.29	\$16,446.07	\$129,137.71	31
10-4710-122 SALARIES/WAGES-OVERT	\$2,500.00	\$2,500.00	\$0.00	\$447.15	\$14.32	\$2,052.85	18
10-4710-127 SALARIES/WAGES-BONUS	\$4,500.00	\$4,500.00	\$0.00	\$0.00	\$0.00	\$4,500.00	0
10-4710-181 FICA	\$14,331.00	\$14,331.00	\$0.00	\$4,028.53	\$1,141.94	\$10,302.47	28
10-4710-182 RETIREMENT	\$25,571.00	\$25,571.00	\$0.00	\$7,909.14	\$2,246.84	\$17,661.86	31
10-4710-183 GROUP INSURANCE	\$38,064.00	\$38,064.00	\$0.00	\$13,186.83	\$2,123.21	\$24,877.17	35
10-4710-184 401K CONTRIBUTION	\$9,367.00	\$9,367.00	\$0.00	\$1,441.92	\$469.30	\$7,925.08	15
10-4710-185 WORKERS COMPENSATION	\$8,565.00	\$8,565.00	\$0.00	\$8,387.07	\$0.00	\$177.93	98
10-4710-194 CONTRACT SERVICES	\$16,500.00	\$16,500.00	\$0.00	\$15,900.00	\$0.00	\$600.00	96
10-4710-211 JANITORIAL SUPPLIES	\$500.00	\$500.00	\$0.00	\$213.47	\$0.00	\$286.53	43
10-4710-212 UNIFORMS	\$6,000.00	\$6,000.00	\$0.00	\$1,877.83	\$706.31	\$4,122.17	31
10-4710-213 SAFETY SUPPLIES	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0
10-4710-230 SUPPLIES-EDUCATIONAL	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0
10-4710-251 MOTOR FUEL AND LUBRI	\$14,452.00	\$14,452.00	\$374.99	\$5,023.85	\$49.78	\$9,053.16	35
10-4710-299 SUPPLIES AND MATERIA	\$12,000.00	\$12,000.00	\$0.00	\$10,630.00	\$0.00	\$1,370.00	89
10-4710-321 TELEPHONE AND INTERN	\$1,505.00	\$1,505.00	\$0.00	\$236.71	\$60.40	\$1,268.29	16
10-4710-352 MAINTENANCE-EQUIPMEN	\$3,950.00	\$3,950.00	\$0.00	\$782.31	\$722.84	\$3,167.69	20
10-4710-353 MAINTENANCE-VEHILCES	\$7,000.00	\$7,000.00	\$0.00	\$298.43	\$114.91	\$6,701.57	4
10-4710-370 ADVERTISING	\$150.00	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00	0
10-4710-395 TRAINING	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0
10-4710-397 LANDFILL SER TIPPING	\$62,000.00	\$62,000.00	\$0.00	\$23,025.37	\$5,791.25	\$38,974.63	37
10-4710-440 MAINTENANCE CONTRACT	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0
10-4710-451 INSURANCE-PROP/GEN/P	\$2,641.00	\$2,641.00	\$0.00	\$2,641.00	\$0.00	\$0.00	100
10-4710-452 INSURANCE-VEHICLES	\$4,795.00	\$4,795.00	\$0.00	\$4,795.00	\$0.00	\$0.00	100
10-4710-750 LEASE PAYMENTS	\$37,909.00	\$37,909.00	\$0.00	\$35,214.00	\$0.00	\$2,695.00	93
4710-10-SOLID/YARD OPERATIONS	\$461,833.00	\$461,833.00	\$374.99	\$193,533.90	\$29,887.17	\$267,924.11	42

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2024-11-28

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
6110-10-LIBRARY							
-							
10-6110-126 PART-TIME/TEMPORARY	\$15,911.00	\$15,911.00	\$0.00	\$6,679.21	\$1,819.44	\$9,231.79	42
10-6110-127 SALARIES/WAGES-BONUS	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0
10-6110-181 FICA	\$1,214.00	\$1,214.00	\$0.00	\$510.91	\$139.17	\$703.09	42
10-6110-194 CONTRACT SERVICES	\$2,000.00	\$2,000.00	\$0.00	\$458.00	\$100.00	\$1,542.00	23
10-6110-260 SUPPLIES-OFFICE	\$600.00	\$600.00	\$0.00	\$17.10	\$0.00	\$582.90	3
10-6110-299 SUPPLIES	\$2,050.00	\$2,050.00	\$0.00	\$699.72	\$201.03	\$1,350.28	34
10-6110-311 TRAVEL	\$532.00	\$532.00	\$0.00	\$202.75	\$108.95	\$329.25	38
10-6110-321 TELEPHONE AND INTERN	\$2,249.00	\$2,249.00	\$0.00	\$889.01	\$238.46	\$1,359.99	40
10-6110-331 UTILITIES	\$9,372.00	\$9,372.00	\$0.00	\$3,375.89	\$563.60	\$5,996.11	36
10-6110-351 MAINTENANCE-BUILDING	\$6,250.00	\$6,250.00	\$20.26	\$1,039.48	\$1,039.48	\$5,190.26	17
10-6110-370 ADVERTISING	\$300.00	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0
10-6110-395 TRAINING	\$150.00	\$150.00	\$0.00	\$99.00	\$0.00	\$51.00	66
10-6110-440 MAINTENANCE CONTRACT	\$1,827.00	\$1,827.00	\$295.00	\$387.00	\$37.20	\$1,145.00	21
10-6110-451 INSURANCE-PRO/GEN/PR	\$2,920.00	\$2,920.00	\$0.00	\$2,920.00	\$0.00	\$0.00	100
10-6110-491 DUES & SUBSCRIPTIONS	\$360.00	\$360.00	\$0.00	\$360.00	\$0.00	\$0.00	100
6110-10-LIBRARY	\$46,235.00	\$46,235.00	\$315.26	\$17,638.07	\$4,247.33	\$28,281.67	39

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2024-11-28

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
6120-10-RECREATION							
-							
10-6120-121 SALARIES/WAGES-REGUL	\$10,530.25	\$10,530.25	\$0.00	\$0.00	\$0.00	\$10,530.25	0
10-6120-181 FICA	\$805.00	\$805.00	\$0.00	\$0.00	\$0.00	\$805.00	0
10-6120-182 RETIREMENT	\$1,437.00	\$1,437.00	\$0.00	\$0.00	\$0.00	\$1,437.00	0
10-6120-183 GROUP INSURANCE	\$2,335.00	\$2,335.00	\$0.00	\$0.00	\$0.00	\$2,335.00	0
10-6120-184 401K CONTRIBUTION	\$526.00	\$526.00	\$0.00	\$0.00	\$0.00	\$526.00	0
10-6120-185 WORKERS COMPENSATION	\$19.00	\$19.00	\$0.00	\$0.00	\$0.00	\$19.00	0
10-6120-194 CONTRACT SERVICES	\$0.00	\$100,000.00	\$0.00	\$0.00	\$0.00	\$100,000.00	0
10-6120-299 SUPPLIES AND MATERIA	\$750.00	\$750.00	\$0.00	\$0.00	\$0.00	\$750.00	0
10-6120-331 UTILITIES	\$4,620.00	\$4,620.00	\$0.00	\$2,176.79	\$497.20	\$2,443.21	47
10-6120-357 MAINTENANCE-PARKS AN	\$13,100.00	\$13,100.00	\$60.00	\$1,108.11	\$694.35	\$11,931.89	8
10-6120-451 INSURANCE-PROP/GEN/P	\$168.00	\$168.00	\$0.00	\$168.00	\$0.00	\$0.00	100
10-6120-525 SENIOR CITIZEN PROGR	\$35,000.00	\$35,000.00	\$0.00	\$0.00	\$0.00	\$35,000.00	0
10-6120-625 SENIOR CITIZENS COUN	\$6,000.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00	0
6120-10-RECREATION	\$75,290.25	\$175,290.25	\$60.00	\$3,452.90	\$1,191.55	\$171,777.35	2

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2024-11-28

Account		Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 10-GENERAL FUND								
	FundRevTot	\$5,339,277.47	\$5,968,024.47	\$0.00	\$2,557,127.02	\$641,583.57	\$3,426,987.29	43
	FundExpTot	\$5,339,277.46	\$5,968,024.46	\$665,544.86	\$2,212,301.78	\$671,208.18	\$3,090,177.82	48
Grand Totals:	TotalRev	\$5,339,277.47	\$5,968,024.47	\$0.00	\$2,557,127.02	\$641,583.57	\$3,426,987.29	43
	TotalExp	\$5,339,277.46	\$5,968,024.46	\$665,544.86	\$2,212,301.78	\$671,208.18	\$3,090,177.82	48

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2024-11-28

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 20-POWELL BILL							
0000-20-Revs							
-							
20-3197-102 MUNICIPAL VEHICLE TA	\$0.00	\$13,000.00	\$0.00	\$1,845.00	\$790.00	\$11,155.00	14
20-3328-000 POWELL BILL REVENUE	\$144,971.00	\$131,971.00	\$0.00	\$67,451.36	\$0.00	\$64,519.64	51
20-3831-000 INVESTMENT EARNINGS	\$10,000.00	\$10,000.00	\$0.00	\$3,302.93	\$0.00	\$6,697.07	33
0000-20-Revs	\$154,971.00	\$154,971.00	\$0.00	\$72,599.29	\$790.00	\$82,371.71	47
4510-20-STREETS OPERATIONS							
-							
20-4510-121 SALARIES/WAGES-REGUL	\$11,990.00	\$11,990.00	\$0.00	\$4,799.73	\$1,373.34	\$7,190.27	40
20-4510-127 SALARIES/WAGES-BONUS	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0
20-4510-181 FICA	\$902.00	\$902.00	\$0.00	\$367.18	\$105.06	\$534.82	41
20-4510-182 RETIREMENT	\$1,609.00	\$1,609.00	\$0.00	\$655.20	\$187.47	\$953.80	41
20-4510-183 GROUP INSURANCE	\$1,889.00	\$1,889.00	\$0.00	\$762.15	\$149.03	\$1,126.85	40
20-4510-184 401K CONTRIBUTION	\$589.00	\$589.00	\$0.00	\$240.00	\$68.67	\$349.00	41
20-4510-198 SERVICES-ENGINEERING	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0
20-4510-299 SUPPLIES AND MATERIA	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0
20-4510-355 MAINTENANCE-SIDEWALK	\$12,000.00	\$12,000.00	\$0.00	\$0.00	\$0.00	\$12,000.00	0
20-4510-356 MAINTENANCE-STREETS	\$118,792.00	\$118,792.00	\$0.00	\$0.00	\$0.00	\$118,792.00	0
4510-20-STREETS OPERATIONS	\$154,971.00	\$154,971.00	\$0.00	\$6,824.26	\$1,883.57	\$148,146.74	4
Reporting Fund: 20-POWELL BILL							
FundRevTot	\$154,971.00	\$154,971.00	\$0.00	\$72,599.29	\$790.00	\$82,371.71	47
FundExpTot	\$154,971.00	\$154,971.00	\$0.00	\$6,824.26	\$1,883.57	\$148,146.74	4
Grand Totals:							
TotalRev	\$154,971.00	\$154,971.00	\$0.00	\$72,599.29	\$790.00	\$82,371.71	47
TotalExp	\$154,971.00	\$154,971.00	\$0.00	\$6,824.26	\$1,883.57	\$148,146.74	4

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2024-11-28

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 30-CAPITAL RESERVE AND REPLACEMENT FUND							
0000-30-Revs							
-							
30-3984-010 GENERAL FUND CONTRIB	\$276,511.00	\$276,511.00	\$0.00	\$258,557.52	\$225,378.00	\$17,953.48	94
30-3991-000 APPROPRIATED FUND BA	\$50,000.00	\$944,343.00	\$0.00	\$0.00	\$0.00	\$944,343.00	0
0000-30-Revs	\$326,511.00	\$1,220,854.00	\$0.00	\$258,557.52	\$225,378.00	\$962,296.48	21
4310-30-POLICE OPERATIONS							
-							
30-4310-291 SUPPLIES - DATA PROC	\$5,974.00	\$5,974.00	\$0.00	\$0.00	\$0.00	\$5,974.00	0
30-4310-540 CO - VEHICLES	\$43,680.00	\$43,680.00	\$0.00	\$33,179.52	\$0.00	\$10,500.48	76
30-4310-550 CO - OTHER EQUIP	\$15,100.00	\$16,954.00	\$507.98	\$1,455.53	\$109.99	\$14,990.49	9
4310-30-POLICE OPERATIONS	\$64,754.00	\$66,608.00	\$507.98	\$34,635.05	\$109.99	\$31,464.97	53
4340-30-FIRE OPERATIONS							
-							
30-4340-540 CO - VEHICLES	\$248,558.00	\$1,140,378.00	\$891,820.00	\$225,378.00	\$225,378.00	\$23,180.00	20
4340-30-FIRE OPERATIONS	\$248,558.00	\$1,140,378.00	\$891,820.00	\$225,378.00	\$225,378.00	\$23,180.00	98
4510-30-STREETS OPERATIONS							
-							
30-4510-291 SUPPLIES - DATA PROC	\$0.00	\$669.00	\$0.00	\$219.98	\$0.00	\$449.02	33
4510-30-STREETS OPERATIONS	\$0.00	\$669.00	\$0.00	\$219.98	\$0.00	\$449.02	33
4710-30-SOLID/YARD OPERATIONS							
-							
30-4710-550 CO-OTHER EQUIPMENT	\$13,199.00	\$13,199.00	\$0.00	\$13,199.00	\$0.00	\$0.00	100
4710-30-SOLID/YARD OPERATIONS	\$13,199.00	\$13,199.00	\$0.00	\$13,199.00	\$0.00	\$0.00	100
Reporting Fund: 30-CAPITAL RESERVE AND REPLACEMENT FUND							
FundRevTot	\$326,511.00	\$1,220,854.00	\$0.00	\$258,557.52	\$225,378.00	\$962,296.48	21
FundExpTot	\$326,511.00	\$1,220,854.00	\$892,327.98	\$273,432.03	\$225,487.99	\$55,093.99	95
Grand Totals:							
TotalRev	\$326,511.00	\$1,220,854.00	\$0.00	\$258,557.52	\$225,378.00	\$962,296.48	21
TotalExp	\$326,511.00	\$1,220,854.00	\$892,327.98	\$273,432.03	\$225,487.99	\$55,093.99	95

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2024-11-28

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	\$25,000.00	\$0.00	\$25,000.00	0
0000-70-Revs		\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	0
4130-70-ADMINISTRATION								
-								
-								
70-4130-187 INSURANCE REIMBURSEM		\$0.00	\$0.00	\$0.00	\$25,531.54	\$2,798.28	(\$25,531.54)	0
4130-70-ADMINISTRATION		\$0.00	\$0.00	\$0.00	\$25,531.54	\$2,798.28	(\$25,531.54)	0
Reporting Fund: 70-HEALTH INSURANCE REIMBURSEMENT								
FundRevTot		\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	0
FundExpTot		\$0.00	\$0.00	\$0.00	\$25,531.54	\$2,798.28	(\$25,531.54)	0
Grand Totals:								
TotalRev		\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	0
TotalExp		\$0.00	\$0.00	\$0.00	\$25,531.54	\$2,798.28	(\$25,531.54)	0

Town of Spencer

Fiscal Period - YADKIN RIVER TRAILHEAD Date Range - 2020-07-01 - 2024-11-28

Account		Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 90-YADKIN RIVER TRAIL								
0000-90-Revs								
-								
90-3985-240 YADKIN RIVER TRAIL D		\$20,559.00	\$631,974.00	\$0.00	\$637,474.40	\$2,100.00	\$5,500.40	101
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	\$822,732.40	\$2,100.00	\$5,500.40	101
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
Reporting Fund: 90-YADKIN RIVER TRAIL								
FundRevTot		\$134,817.00	\$817,232.00	\$0.00	\$822,732.40	\$2,100.00	\$5,500.40	101
FundExpTot		\$0.00	\$405.00	\$0.00	\$156.35	\$0.00	\$248.65	39
Grand Totals:	TotalRev	\$134,817.00	\$817,232.00	\$0.00	\$822,732.40	\$2,100.00	\$5,500.40	101
	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 - 2024-11-28

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	\$1,037,997.00	\$340,728.28	(\$225,000.00)	128
4210-91-CORONAVIRUS ARPA		\$1,037,997.00	\$1,037,997.00	\$0.00	\$1,037,997.00	\$340,728.28	\$0.00	100
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	\$1,037,997.00	\$340,728.28	\$0.00	100
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	\$1,037,997.00	\$340,728.28	\$0.00	100

Town of Spencer

Fiscal Period - DOWNTOWN PARK PROJECT Date Range - 2021-07-01 - 2024-11-28

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
92-3985-241 DOWNTOWN PARK DONATI	\$0.00	\$385,000.00	\$0.00	\$4,000.00	\$0.00	\$381,000.00	1
92-3985-850 GENERAL FUND TRANSFE	\$100,000.00	\$403,000.00	\$0.00	\$403,000.00	\$100,000.00	\$0.00	100
0000-92-Revs	\$100,000.00	\$2,463,000.00	\$0.00	\$407,000.00	\$100,000.00	\$2,056,000.00	17
6120-92-RECREATION							
-							
92-6120-194 TOWN PARK CONTRACTED	\$0.00	\$160,000.00	\$20,395.00	\$140,246.00	\$44,345.00	(\$641.00)	88
92-6120-580 CO-INFRASTRUCTURE	\$100,000.00	\$2,303,000.00	\$1,667,865.00	\$250,121.30	\$177,349.40	\$385,013.70	11
6120-92-RECREATION	\$100,000.00	\$2,463,000.00	\$1,688,260.00	\$390,367.30	\$221,694.40	\$384,372.70	84
Reporting Fund: 92-DOWNTOWN PARK PROJECT							
FundRevTot	\$100,000.00	\$2,463,000.00	\$0.00	\$407,000.00	\$100,000.00	\$2,056,000.00	17
FundExpTot	\$100,000.00	\$2,463,000.00	\$1,688,260.00	\$390,367.30	\$221,694.40	\$384,372.70	84
Grand Totals:							
TotalRev	\$100,000.00	\$2,463,000.00	\$0.00	\$407,000.00	\$100,000.00	\$2,056,000.00	17
TotalExp	\$100,000.00	\$2,463,000.00	\$1,688,260.00	\$390,367.30	\$221,694.40	\$384,372.70	84

Town of Spencer

Fiscal Period - COMMUNITY DEV BLOCK GRANT Date Range - 2023-10-10 - 2024-11-28

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	\$109,052.50	\$0.00	\$640,947.50	15
0000-95-Revs		\$750,000.00	\$750,000.00	\$0.00	\$109,052.50	\$0.00	\$640,947.50	15
4195-95-CDBG GRANT								
-								
95-4195-194 CDBG NR REHAB		\$680,000.00	\$675,000.00	\$0.00	\$454,905.57	\$300.00	\$220,094.43	67
95-4195-695 CDBG NR ADMIN		\$70,000.00	\$75,000.00	\$0.00	\$23,257.50	\$5,835.00	\$51,742.50	31
4195-95-CDBG GRANT		\$750,000.00	\$750,000.00	\$0.00	\$478,163.07	\$6,135.00	\$271,836.93	64
Reporting Fund: 95-CDBG-NR GRANT PROJECT								
FundRevTot		\$750,000.00	\$750,000.00	\$0.00	\$109,052.50	\$0.00	\$640,947.50	15
FundExpTot		\$750,000.00	\$750,000.00	\$0.00	\$478,163.07	\$6,135.00	\$271,836.93	64
Grand Totals:								
TotalRev		\$750,000.00	\$750,000.00	\$0.00	\$109,052.50	\$0.00	\$640,947.50	15
TotalExp		\$750,000.00	\$750,000.00	\$0.00	\$478,163.07	\$6,135.00	\$271,836.93	64

Town of Spencer

Fiscal Period - 17 ST STORMWATER IMROVEMENTS Date Range - 2024-02-01 - 2024-11-28

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	\$379,223.50	\$0.00	\$1,580,238.50	19
0000-96-Revs		\$1,959,462.00	\$1,959,462.00	\$0.00	\$379,223.50	\$0.00	\$1,580,238.50	19
4196-96-17TH STREET STORMWATER								
-								
-								
96-4196-198 SERVICES-ENGINEERING		\$320,000.00	\$320,000.00	\$98,526.41	\$366,399.59	\$0.00	(\$144,926.00)	114
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	\$98,526.41	\$366,399.59	\$0.00	\$1,494,536.00	24
Reporting Fund: 96-17ST STORMWATER IMPROVEMENTS								
FundRevTot		\$1,959,462.00	\$1,959,462.00	\$0.00	\$379,223.50	\$0.00	\$1,580,238.50	19
FundExpTot		\$1,959,462.00	\$1,959,462.00	\$98,526.41	\$366,399.59	\$0.00	\$1,494,536.00	24
Grand Totals:								
TotalRev		\$1,959,462.00	\$1,959,462.00	\$0.00	\$379,223.50	\$0.00	\$1,580,238.50	19
TotalExp		\$1,959,462.00	\$1,959,462.00	\$98,526.41	\$366,399.59	\$0.00	\$1,494,536.00	24

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 12/10/2024

Agenda Item #: 11. g.

Agenda Item Title: Library Monthly Report

Category: Departmental Report

Presenter(s): Anna Ward, Town Clerk

Explanation:

No approval needed. This item is for information only.

Financial Impact:

N/A

Recommendations:

N/A

Attachment(s): ☒ Yes ☐ No

1. Library September Report
2. Library September Statistics



November Library Report

On November 12th, two local authors from Western Carolina spoke on how to write and publish your memoirs. Gretchen Griffith and Sandra Warren, both prolific and published authors, spoke on the various types of memoirs one can do as self-publishing and the benefits and drawbacks of each one. Many helpful websites were shared which could be used for researching the details of a certain time period as one wrote a memoir for oneself or another. Each attendee received a hand-out with useful information. The two ladies having contact with several resources in the hurricane region of Western Carolina, agreed to distribute the carload of donations which had been given to the library. Dolls, stuffed animals, men and women's winter coats, scarves, hats and gloves plus books were loaded into the car for both women to share and divide among their contacts.

At the library, we are decorating for our Christmas theme of a Caribbean Christmas. Nate Brown of Columbia, South Carolina will be playing various songs on the steel drums with a Christmas flair. December 13th from 6-7:30 will be the concert and afterwards everyone may enjoy fruit trays donated by Pinocchio's. This event is for the whole family, however, if young children would like to play in the children's room during the concert with one care-giver that is entirely possible. We will have special snacks and a craft for the young ones. A special event just for the young children will be held at four pm on December 17th. Jeremy Vess, musician and songwriter, has written his first Christmas book for children. He will read the book and be available for a book-signing if one purchases a book.

Pinocchio's and the library are collecting a new toy or scarves , hats and gloves at our Caribbean Christmas event to donate to needy victims of the Hurricane in places such as Spruce Pine and McDowell County. Please bring them with you on December 13th.



2024

Nov.

		Door Count	Adult Circulation	Children Circulation	Research Questions	New Cards Issued	Students Tutored	Volunteers/Tutors	Corres. Due Date
Sept. 2023									
11/4/2024	Mon.	6	1	2	2				11/18/2024
11/5/2024	Tues.	13	2		2				11/19/2024
11/6/2024	Wed.	1							11/20/2024
11/7/2024	Thurs.								11/21/2024
11/8/2024	Fri.								11/22/2024
WEEK TOTAL:		20	3	2	4				-----
11/11/2024	Mon.	closed							11/25/2024
11/12/2024	Tues.	15	3		2	2		2	11/26/2024
11/13/2024	Wed.	5							11/27/2024
11/14/2024	Thurs.	2							11/28/2024
11/15/2024	Fri.								11/29/2024
WEEK TOTAL:		22	3		2	2		2	-----
11/18/2024	Mon.	7							12/2/2024
11/19/2024	Tues.	6							12/3/2024
11/20/2024	Wed.	6	2		2	1			12/4/2024
11/21/2024	Thurs.								12/5/2024
11/22/2024	Fri.								12/6/2024
WEEK TOTAL:		19	2		2	1			-----
11/25/2024	Mon.	5	8		2	1			12/9/2024
11/26/2024	Tues.	4	1	3	1				12/10/2024
11/27/2024	Wed.	5	5		1				12/11/2024
11/28/2024	Thurs.								12/12/2024
11/29/2024	Fri.								12/13/2024
WEEK TOTAL:						1			-----
12/2/2024									12/16/2024
12/3/2024	Tues.								12/17/2024
12/4/2024	Wed.								12/18/2024
12/5/2024	Thurs.								12/19/2024
12/6/2024	Fri.								12/20/2024
WEEK TOTAL:									-----
MONTH TOTAL:		70 75	17 22	5	11 12	4		2	-----

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 12/10/2024

Agenda Item #: 12

Agenda Item Title: Town Manager's Report

Category: Town Manager's Report

Presenter(s): Peter Franzese, Town Manager

Explanation:

Outstanding Teamwork leads to great events

Town staff across the organization have once again worked above and beyond the call of duty to facilitate both the Holiday Caravan parade on November 27 and Winterfest weekend on December 6, 7, and 8. This is the culmination of many months of effort, and I have appreciated the teamwork and collaboration of Town staff, elected officials, and volunteers to work together to make these events possible and enjoyable for the community.

2025 Holiday Schedule

The Town's Holiday Schedule is established in the Personnel Policy, and we publish a calendar each year for the public's benefit as some holidays create additional service impacts. The Draft 2025 Holiday Schedule is attached for your reference and will be published on the Town website and distributed in our next newsletter once finalized.

Legislative advocacy and project support: Following the request from the Rowan Municipal Association, a project submission package was submitted on November 26. In the meantime, per request of State Rep Harry Warren, information on several projects was submitted to Rep. Warren's staff and a site visit to our Fire Station is Scheduled for December 16. Finally, the Rowan EDC coordinated a meeting with the Town and the North Carolina Railroad Company. The NCRR is a private corporation entirely owned by the State, which maintains a 317-mile corridor between Charlotte and Morehead City, including the main line traveling through Spencer. NCRR works closely with public and private partners to find the best rail-centric solutions to bring business to the state. The Town is exploring available economic grant opportunities with NCRR to benefit the NC Finishing Company/Lambe-Fisher site redevelopment. We anticipate applying for a \$50,000 due diligence microgrant that could help continue planning efforts for this project, while the developer waits for Centralina's EPA regional brownfield assessment work to take place. ****Board Action requested- Authorization for staff to apply for NCRR Economic Development Microgrant for NC Finishing Company/Lambe-Fisher site.**

Town Park construction and community campaign: In the second month of construction, work continued on the multi-purpose pavilion and remains slightly ahead of schedule. The block walls for the building are under construction and plumbing/electrical wall rough-ins are occurring simultaneously. Ike's expects a pause in construction for a few weeks in December between completion of the block walls and arrival of the steel package on December 16. A sample masonry panel is available on-site. Ike's and Benesch continue working through submittals and utility coordination. To date, we have three approved change orders and two pending as follows:

- CO1 (approved) – Builder's Risk Insurance (+\$3,300)
- CO2 (approved) – Plumbing and HVAC changes resulting from Plan review process (+\$3,421)
- CO3 (approved) – Revision to signage allowance based on demo, updated vendor estimate, and footing/masonry work to be provided by GC (-\$5,453.81 CREDIT)
- CO4 (pending) – Separate pump and chemical room resulting from plan review process (TBD)
- CO5 (pending) – High Velocity Low Speed fans in mechanical plan but not included in bid (TBD)

Project contributions have been received or awarded from:

- Spencer Moose Lodge (\$4,000)
- Civitan Club of Salisbury (\$1,500)
- Deb Crook Family (\$1,500)
- Salisbury-Rowan Community Foundation (\$10,000)

Remaining amount needed: \$368,000. Learn more: <https://spencernc.gov/makeyourmark>.

Attachment(s): ☒ Yes ☐ No

1. Draft 2025 Holiday Schedule

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

2025 Town of Spencer Holiday Schedule

Town offices will be closed for various holidays, as noted in the following schedule. Please note there may be other service impacts as indicated for each holiday. Please call Town Hall with questions at 704-633-2231.

Week of	Holiday	Date(s) Observed	Additional Service Impacts
Dec 30	New Year's Day 2025	Wed Jan 1	• Wed Trash collection on Thurs, (normal collection Mon/Tues) • Library open Mon, Tues, Thurs
Jan 20	Martin Luther King Day	Mon Jan 20	• One day delay in Trash collection • Library open Tues-Thurs
April 14	Good Friday	Fri April 18	
May 26	Memorial Day	Mon May 26	• One day delay in Trash collection • Library open Tues-Thurs
June 30	Independence Day	Fri July 4	
Sept 1	Labor Day	Mon Sept 1	• One day delay in Trash collection • Library open Tues-Thurs
Nov 10	Veterans Day	Tues Nov 11	• Tues Trash collection on Wed, Wed Trash collection on Thurs, (normal collection Mon) • Library open Mon, Wed, Thurs
Nov 24	Thanksgiving	Thurs/Fri Nov 27, 28	• No Bulky collection this week • Town Hall closure for parade TBD
Dec 22	Christmas	Wed/Thurs/Fri Dec 24, 25, 26	• All Trash should be out on Mon and will be collected by Tues • Library open Mon-Tues
Dec 29	New Year's Day 2026	Thurs Jan 1	